



Development Services

Section B

A Sutter County fireman from the Live Oak station responds to an emergency call as people gather for the ribbon cutting at the new Public Safety Center in Live Oak. Sutter County Fire Services is a division of the Development Services Department.

Development Services Department Administration (2-721)

Danelle Stylos, Director

EXECUTIVE SUMMARY					
DEPT HEAD: DANELLE STYLOS	UNIT: DEVELOPMENT SERVICES ADMIN		FUND: GENERAL	0001 2-721	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	777,186	557,121	812,197	1,016,444	25.1
SERVICES AND SUPPLIES	17,315	17,105	25,390	25,880	1.9
OTHER CHARGES	53,947	40,962	42,774	82,792	93.6
CAPITAL ASSETS	18,484	0	0	0	.0
* GROSS BUDGET	866,932	615,188	880,361	1,125,116	27.8
INTRAFUND TRANSFERS	67,537	19,597	361,503-	487,802-	34.9
* NET BUDGET	934,469	634,785	518,858	637,314	22.8
OTHER REVENUES					
USER PAY REVENUES	209,854	4,683	439,307	543,921	23.8
GOVERNMENTAL REVENUES	0	0	0	0	.0
TOTAL OTHER REVENUES	209,854	4,683	439,307	543,921	23.8
* UNREIMBURSED COSTS	724,615	630,102	79,551	93,393	17.4
ALLOCATED POSITIONS	9.00	9.00	9.00	11.00	22.2

Purpose

The Development Services Department directly serves the public by providing a one-stop development center. The Development Services Department is responsible for the following functions:

- Road Maintenance
- Engineering Services
- Planning & Building
- Environmental Health & CUPA
- Code Enforcement
- Fire Services
- Water Resources
- Special Districts

The Development Services Administration budget unit is comprised of the Director, administrative support, and finance staff.

Major Budget Changes

Salaries & Benefits

- \$249,589 Increase in salaries and benefits due to transfer of three Permit Technician positions from the Planning & Building budget unit (billed back to the Building Division)

Intrafund Transfers

- \$234,340 Increase in Intrafund Administration Services revenue due primarily to the transfer of the three Permit Technicians (billed back to the Building Division)

- \$106,651 Increase in Intrafund (A-87) Cost Plan charges as

provided by the Auditor-
Controller's Office

supports and responds to a number of audits
and inquiries each year.

Revenues

- \$157,287 Increase in Interfund Administration revenue primarily for reimbursement of services provided to the Road Fund

Administrative staff also provides monthly support to the Planning Commission, the Public Works Support Service Committee, and the Local Area Formation Commission (LAFCO). Administrative management staff coordinates the administrative and financial activities of a Habitat Conservation Plan/Natural Communities Conservation Plan (HCP/NCCP), which is an ongoing joint project with Yuba County and the cities of Yuba City, Live Oak, and Wheatland.

Program Discussion

The major functions of the Development Services Administration Division are:

- Complete budget development and financial management of Divisions within the Department, including:
 - Planning/Building Services (including Sutter Pointe Development)
 - Environmental Health & CUPA
 - Fire Services Administration & County Service Areas
 - Road
 - Water Resources
 - Engineering Services
- Grants administration
- Personnel, payroll, accounts receivable, accounts payable, and records management

Development Services Administration Division support staff process invoices, direct incoming telephone inquiries from the public, and maintain time-and-materials financial accounts for project applications. The finance section prepares all required journal entries and handles vendor inquiries. In addition, the finance section maintains a cost accounting management computer system for the Road Fund. The Division

The Division works with the Regional Housing Authority of Sutter and Nevada Counties to coordinate Community Development Block Grant (CDBG) applications overseen by the Housing Authority.

Development Services Department Projects

Current projects overseen by the Director of Development Services and department staff in all Divisions include:

- Yuba Sutter Regional Conservation Plan (CDFW, USFWS, USACE, NMFS, etc.)
- Yuba-Sutter Habitat Conservation Plan/ Natural Community Conservation Plan (HCP/NCCP)
- Sutter Pointe (wastewater/water)
- Yuba City Basin drainage study
- Developing collaboration with the numerous water entities in Sutter County
- NPDES (National Pollution Discharge Elimination System)
- A-99 (Natomas Basin Levee project)

- Inter-jurisdictional Roadway project (Placer County)
- Robbins – water/wastewater, arsenic feasibility study, rates, etc.
- Habitat conservation plans (Sutter, Placer, Yolo)
- Sutter Buttes Flood Control Agency (Western Yellow-billed Cuckoo)
- Waters of the United States (WOTUS)
- Northern Sacramento Valley Integrated Regional Water Management Plan (IRWMP)
- 200-yr Natomas Basin internal drainage
- Community Development Block Grant (CDBG)
- Groundwater Management Plan
- Natomas Basin Conservation Plan
- Greenbriar Development Project
- Natomas Vision Plan
- Ordinance updates (i.e. marijuana cultivation)
- Drought issues as it relates to Habitat Plans and coordination with the wildlife agencies

Recommended Budget

This budget is recommended at \$637,314, which is an increase of \$118,456 (22.8%) compared to FY 2014-15. The General Fund provides 14.7% of the financing for this budget unit, and is increased by \$13,842 (17.4%) in FY 2015-16.

The recommended budget reflects the transfer of three Permit Technicians into the Administration budget unit, resulting in an increased cost of \$249,589 in this budget unit. This cost is in turn recouped from the Building Division budget unit (2-724) through an Interfund charge.

It is recommended that two vacant Office Assistant III positions be eliminated, and that one Development Services Technician I position and one Development Services Technician II position be added. The Development Services Technician is a new classification recommended to be added in FY 2015-16 in an effort to reflect the broad range of administrative duties that are required of positions in the Development Services Department. It is the intent that the new classification will assist the Department in providing adequate customer service and administrative support coverage.

The Department has requested a new Limited Term Accountant II position to assist with a backlog of administrative projects. However, due to continued budget constraints and other needs within the County, it is recommended that no position be added to this budget unit in this fiscal year.

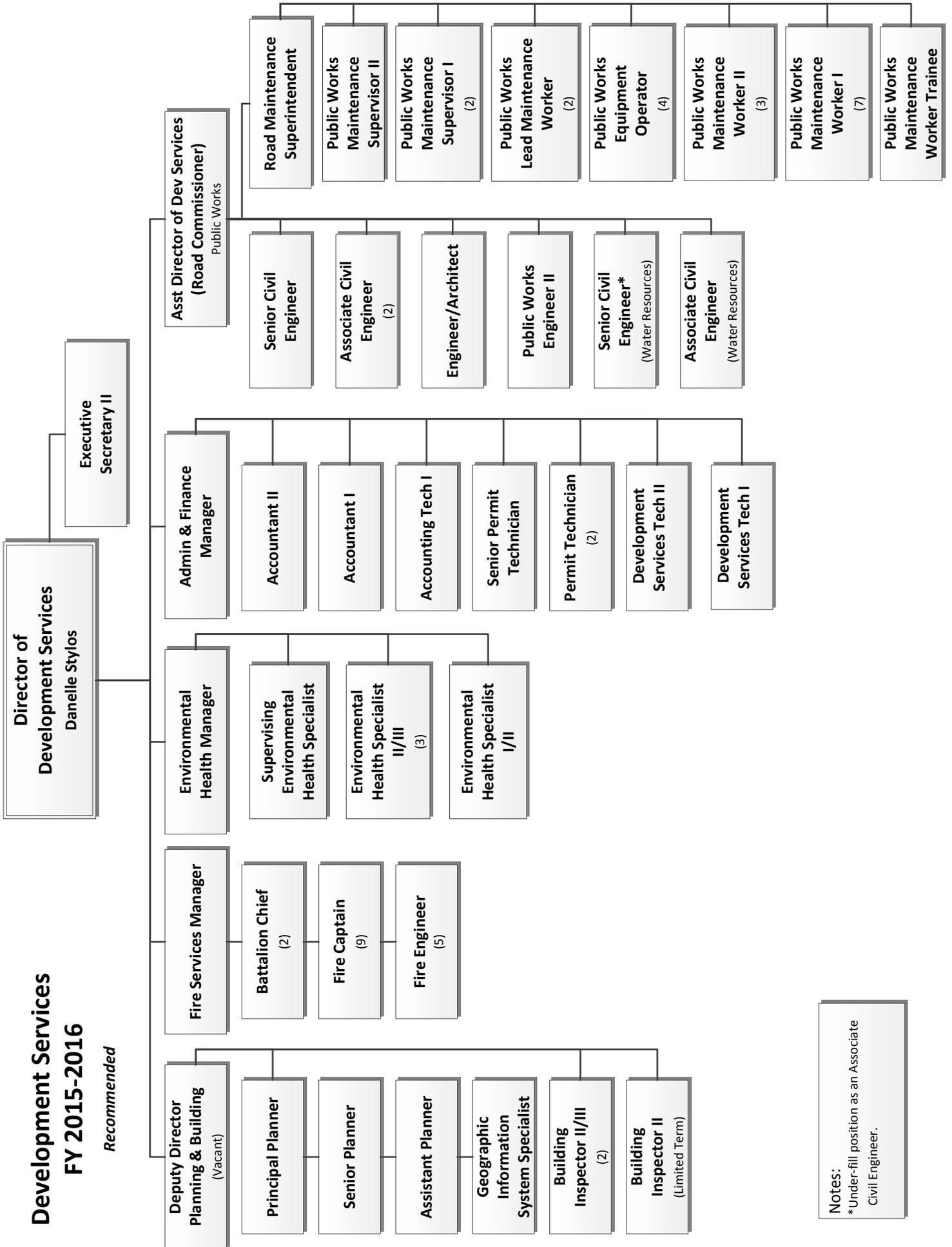
Use of Fund Balance

This budget unit is within the General Fund. The budget does not include the use of any specific fund balance.

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Development Services FY 2015-2016

Recommended



Notes:
* Under-fill position as an Associate Civil Engineer.

Development Services Department County Airport (3-200)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY AIRPORT		FUND: COUNTY AIRPORT		0005 3-200	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	3,545	0	0	0	.0	
SERVICES AND SUPPLIES	103,674	7,581	0	318,920	***	
OTHER CHARGES	116,125	75,524	11,774	109,482	829.9	
* GROSS BUDGET	223,344	83,105	11,774	428,402	3,538.5	
* NET BUDGET	223,344	83,105	11,774	428,402	3,538.5	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASE IN OBLIGATED F/B	0	0	109,655	7,346	93.3-	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	223,344	83,105	121,429	435,748	258.9	
OTHER REVENUES						
USER PAY REVENUES	187,732	24,606	121,429	75,048	38.2-	
GOVERNMENTAL REVENUES	72,279	10,000	0	343,000	***	
GENERAL REVENUES	20,085	17,660	0	17,700	***	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	280,096	52,266	121,429	435,748	258.9	
* UNREIMBURSED COSTS	56,752-	30,839	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Purpose

The County Airport is a class A-II airport, established in 1947. The airport's single paved runway is 3,040 feet long and 75 feet wide. The runway has edge lighting, runway end lights, a lighted segmented circle and a visual approach slope indicator for the northern approach. The airport is limited to visual flight operations.

The airport has 19 hangar buildings with 58 hangar spaces and five commercial tenants. The asphalt concrete apron contains 113 total tie-down spaces - 85 rentals and 28 transients. Services available at the airport include aircraft repair and fuel sales.

On April 22, 2014 the Board of Supervisors approved a Facilities Management

Agreement with the Sutter Buttes Regional Aviation Association (SBRAA) for management services at the Sutter County Airport for a period of 10 years from July 1, 2014 through June 30, 2024, with the budget managed by the Development Services Department.

The State of California Department of Transportation Division of Aeronautics (Caltrans) and the Federal Aviation Administration (FAA) certify the Sutter County Airport as a General Aviation airport. The Airport is eligible for FAA and Caltrans grants to improve the existing facilities to FAA standards.

Major Budget Changes

Services & Supplies

- \$318,770 Increase in Professional and Specialized Services for project construction costs (offset by FAA Grant revenue)

Other Charges

- (\$17,379) Decrease in Retire Long Term Debt and Interest Expense; SBRAA has assumed responsibility for this payment
- \$27,800 Increase in Contribution to Other Agencies reflecting transfer of operating revenues to SBRAA
- \$32,361 Net increase in Interfund Overhead (A-87) Cost Plan charges as provided by the Auditor-Controller's Office
- \$59,723 Increase in Interfund Engineering staff costs, partially offset by FAA grant and SBRAA reimbursement

Revenues

- (\$104,050) Decrease in Interfund Misc. Transfer, reflecting a one-time Interfund Transfer of General Fund monies in FY 2014-15 to relieve a negative fund balance in the County Airport fund

- \$8,493 Interfund Misc. Transfer revenue, for General Fund contribution to the County Airport fund for 40 hours of County staff costs not reimbursed by SBRAA
- \$21,718 Interfund Misc. Transfer revenue, for General Fund contribution to cover (A-87) Cost Plan charges
- \$27,458 Increase in SBRAA reimbursements
- \$343,000 Increase in FAA and State grant revenue
- \$17,500 Annual Property Tax allocation from the General Fund
- \$200 Interest Apportioned

Program Discussion

The Board of Supervisors approval of the Facilities Management Agreement with SBRAA effectively transferred responsibility for the day-to-day operation and management of the County Airport to SBRAA.

The Agreement includes the following provisions:

- The property to be leased to SBRAA for management includes everything inside the airport perimeter fencing with the exception of the fenced and posted "restricted area" and the adjoining vegetation area south of the apron and bounded by the perimeter fence and the taxiway

- The County will remain the owner of record and is responsible for the safe and efficient operation of the Sutter County Airport and for compliance with all Federal regulations and obligations
- SBRAA agrees to manage the airport within all Federal, State, and local regulations
- Any future building must be approved by the Sutter County Board of Supervisors
- SBRAA agrees to provide all day-to-day operations including, but not limited to:
 - Billing
 - Setting rental rates
 - Maintenance and repairs
 - Fiscal management and reporting
 - Inspections
- SBRAA is to provide the required insurances

One County Engineer is designated as the Airport Manager. Per the agreement with SBRAA, each year 40 hours of management time is contributed to the County Airport, and is considered the Sutter County General Fund contribution to the Airport. The General Fund is also responsible for annual (A-87) Cost Plan charges, which is also considered a General Fund contribution to the Airport.

Recommended Budget

This budget is recommended at \$435,748.

The General Fund does not generally provide any operating funding for this budget unit. However, the General Fund contributed \$185,000 to the Airport in FY 2010-11 to fund on-going operations. SBRAA's proposed budget for management of the airport includes provisions to pay back the General Fund over time.

The total General Fund contribution to the Airport for FY 2015-16 is recommended at \$30,211, reflecting the county's contribution of staff time and (A-87) Cost Plan charges.

Use of Fund Balance

This fund contains a Committed Fund Balance. It is estimated the Committed Fund Balance will equal \$5,606 at July 1, 2015, exclusive of long-term loan obligations.

The FY 2015-16 Recommended Budget includes an increase to the Committed Fund Balance in the amount of \$7,346.

Development Services Department Engineering Services (1-920)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: ENGINEERING SERVICES	FUND: GENERAL			0001 1-920	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	835,874	642,305	751,317	820,546	9.2	
SERVICES AND SUPPLIES	14,610	9,709	25,691	14,086	45.2-	
OTHER CHARGES	19,551	9,775	25,391	49,653	95.6	
* GROSS BUDGET	870,035	661,789	802,399	884,285	10.2	
INTRAFUND TRANSFERS	140,408-	3,346	101,110-	105,499-	4.3	
* NET BUDGET	729,627	665,135	701,289	778,786	11.1	
OTHER REVENUES						
USER PAY REVENUES	548,227	822-	554,883	750,748	35.3	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
TOTAL OTHER REVENUES	548,227	822-	554,883	750,748	35.3	
* UNREIMBURSED COSTS	181,400	665,957	146,406	28,038	80.8-	
ALLOCATED POSITIONS	5.20	5.20	5.20	5.00	3.8-	

Purpose

Engineering Services is responsible for the design and construction of improvements and major repairs to roads, bridges, County facilities, and Water Resources. The Division also reviews and develops standards for new development projects. The Engineering Services budget unit is managed by the Development Services Department.

Public Works position (0.2 FTE) to the Road Fund (3-100) budget unit.

- \$61,630 Increase to reflect full year of funding for Associate Civil Engineer position added in FY 2014-15 with partial year funding

Other Charges

- \$14,639 Increase for Interfund Misc. Non-Road charges reflecting Assistant Director of Development Services – Public Works time spent on Non-Road activities
- \$7,568 Increase in Interfund Information Technology charges as provided by the General Services Department

Major Budget Changes

Salaries & Benefits

- \$44,451 General increase due to negotiated salaries and benefits and staffing changes
- (\$36,852) Transfer of a portion of the Assistant Director of Development Services –

Development Services Department Engineering Services (1-920)

Danelle Stylos, Director

Revenues

- \$215,165 Increase in Interfund Engineering charges (previously reflected in Interfund DS Admin account) for Engineering services provided to the Road Fund

- Provides Capital Improvement Project programming and budgeting
- Develops the Annual Road Plan for all road and bridge work

On a reimbursable basis, Engineering Services staff will assist in selected design and maintenance related activities for other budget units such as:

Program Discussion

The Engineering Services budget unit provides funding for County engineering services, including services for the Road Fund, and services required by the Water Resources Division which exceed the staffing currently available in that budget unit. Much of the staff time for this budget unit is reimbursed by other Development Services Department budget units through the Inter/Intrafund Engineering accounts.

- Airport (by agreement with SBRAA)
- Building Maintenance
- Parks and Recreation - including boat launch facilities
- Road Fund
- Water Agency/Water Resources

Staff responds to counter inquiries requesting information on maps, surveys, development, traffic, roads, water resources, and the processing of related fees.

The Engineering Division provides the following types of services:

The County Surveyor's Office is included in this budget unit. The Engineering Division assists in some of the County Surveyor functions:

- Processes development permits, plan reviews, and portions of planning applications
- Designs and oversees the construction of county buildings and building improvements
- Provides general engineering support to county activities such as the Road Fund, on a reimbursable basis
- Designs and contracts management of major paving, maintenance and road rehabilitation projects
- Provides pavement management planning, traffic planning and bridge and airport construction
- Completes Encroachment/Transport permitting

- Reviews and process subdivision maps, lot line adjustments, and records of surveys
- Maintain records of the County real property and public rights-of-way

Recommended Budget

This budget is recommended at \$778,786, which is an increase of \$77,497 (11.1%) compared to FY 2014-15.

Salaries and benefits reflect a reduction of \$36,852 due to the recommended transfer of a portion of the Assistant Director of

Development Services Department Engineering Services (1-920)

Danelle Stylos, Director

Development Services – Public Works (0.2 FTE) position to the Road Fund.

The FY 2015-16 budget includes a full year of funding for one new Associate Civil Engineer position that was added in FY 2014-15 effective January 1, 2015. This results in an approximate cost increase of \$61,630 in salaries and benefits accounts.

The cost for Engineering services is recommended to be reflected in the Interfund Engineering account beginning FY 2015-16 (previously reflected in Interfund DS Admin account), and is increased by \$215,165. This

account reflects engineering services provided to the Road Fund and other non-General Fund budget units.

Extra Help continues to be recommended to fund part-time County Surveyor work.

Use of Fund Balance

This budget unit is within the General Fund. The budget does not include the use of any specific fund balance.

Development Services Department Jail Expansion Project (1-701)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: JAIL EXPANSION PROJECT		FUND: GENERAL		0001 1-701	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
SERVICES AND SUPPLIES	203,872	343,149	701,350	2,198,651	213.5	
OTHER CHARGES	0	0	0	1,076	***	
* GROSS BUDGET	203,872	343,149	701,350	2,199,727	213.6	
INTRAFUND TRANSFERS	17,679	12,434	80,489	98,828	22.8	
* NET BUDGET	221,551	355,583	781,839	2,298,555	194.0	
OTHER REVENUES						
USER PAY REVENUES	221,551	0	781,839	225,512	71.2-	
GOVERNMENTAL REVENUES	0	0	0	2,073,043	***	
TOTAL OTHER REVENUES	221,551	0	781,839	2,298,555	194.0	
* UNREIMBURSED COSTS	0	355,583	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Purpose

The Jail Expansion Project budget unit was created to account for costs incurred for the Main Jail Expansion project, as this is a major construction project for the County, which will span several years. The purpose of the project is to expand the capacity of the Maximum Security facility by 42 beds, and is made feasible due to \$9.7 million in lease-revenue bond-financing from the State. This budget unit is jointly administered by the Development Services Department and the County Administrative Office.

Major Budget Changes

Services & Supplies

- \$1,489,565 Increase in Professional & Specialized Services for contractor Mobilization Costs

Intrafund Charges

- \$18,339 Increase in Intrafund charges for services provided by both the Development Services Administration (2-721) and Engineering Services (1-920) budget units

Revenues

- (\$556,327) Decrease in Interfund Transfer In-Special Revenue from the Criminal Justice Development Impact Fee fund (0-102)
- \$2,073,043 Increase in State Grant revenue

Program Discussion

In response to the California Department of Corrections and Rehabilitation Request for Applications, in January 2012, Sutter County submitted a financing application for

funds made available through the AB 900 Phase II Construction/Expansion of County Jails program. The envisioned project will add 28 Maximum Security male beds in a new housing unit along with 14 Medium Security female beds in a new housing unit. Additionally, the project will remodel and expand the Medical Services and Kitchen Areas.

In April 2012, the project was selected by the State, with \$9,741,000 provided in State financing and the County providing \$514,000 as the required five percent funding match. The State Public Works Board authorized the County to proceed with the initial design phase in October 2013. Since that time, the County has awarded a design contract to an Architectural/Engineering Design team based in Sacramento, and acquired the services of a Construction Management (CM) Firm. The County with the Design/CM team has developed the construction documents along with a construction cost estimate.

The project's design phase should be completed by December 2015. This will be followed by the construction phase lasting approximately 18 months. The project will receive State Bond financing once it's ready to be advertised for construction. Only after a construction contract has been awarded may the County begin to seek reimbursement for eligible design costs.

Recommended Budget

This budget is recommended at \$2,298,555. There is no General Fund cost associated with this budget unit. All financing is provided by State grate revenues and Impact Fee funds retained by the County.

Because reimbursement cannot be claimed until the construction contract is awarded, this budget reflects the transfer-in of funds from the County's Criminal Justice Development Impact Fee fund (0-102) to cover any required local match and to advance funds to complete the initial phases of the project prior to receiving reimbursement. The Criminal Justice Development Impact Fee fund will be reimbursed for funds that have been advanced once State reimbursement monies are received.

Use of Fund Balance

This budget unit is within the General Fund. This budget does not include the use of any specific fund balance.

Development Services Department Environmental Health (2-725)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: ENVIRONMENTAL HEALTH		FUND: GENERAL		0001 2-725	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	642,161	476,685	693,688	676,608	2.5-	
SERVICES AND SUPPLIES	7,030	3,005	14,862	12,056	18.9-	
OTHER CHARGES	26,124	11,473	25,040	30,269	20.9	
* GROSS BUDGET	675,315	491,163	733,590	718,933	2.0-	
INTRAFUND TRANSFERS	168,713-	86,700-	46,009-	93,733-	103.7	
* NET BUDGET	506,602	404,463	687,581	625,200	9.1-	
OTHER REVENUES						
USER PAY REVENUES	506,601	271,589	687,581	625,200	9.1-	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
TOTAL OTHER REVENUES	506,601	271,589	687,581	625,200	9.1-	
* UNREIMBURSED COSTS	1	132,874	0	0	.0	
ALLOCATED POSITIONS	6.00	6.00	6.00	6.00	.0	

Purpose

Environmental Health's mission is to protect and enhance the public's health through the control of potentially harmful materials, organisms, and conditions that may cause illness and injury by unsafe or unsanitary conditions, through inspections, review of facility plans, and enforcement activities. The activities of the Division are mandated by the California Health and Safety Code, California Plumbing Code and various County ordinances.

small water systems, jail facilities, and public pools and spas. The Division investigates issues related to rabies control, vector control activities, and health and safety complaints. In addition, through the Certified Unified Program Agency (2-727) budget unit, it conducts inspections and provides consultation to businesses that handle and store hazardous materials.

The Division includes three primary programs:

Environmental Health Consumer Protection

The Consumer Protection Program's mission is to prevent illness and injury caused by unsafe or unsanitary conditions through 1) inspections and enforcement activities, and 2) the review of plan applications for food facilities and pool construction.

Major Budget Changes

There are no major budget changes for FY 2015-16.

The Consumer Protection Program consists of several elements, including food facilities inspections, substandard housing

Program Discussion

Environmental Health conducts inspections of food facilities, onsite sewage disposal systems, water wells, monitoring wells, state

investigations, environmental lead assessments, vector control activities, jail inspections, rabies control, household garbage control, and monitoring of pools, spas, and safe drinking water supply. The Division will be implementing a Body Art permitting and inspection program in FY 2015-16. This program had previously been the responsibility of the Public Health Division.

Staff regularly contacts and inspects individual water systems serving retail food facilities, evaluating the water test results for safe drinking water compliance with the existing Health and Safety Code.

Hazardous Materials Program

The description of the Hazardous Materials Program is included in the Certified Unified Program Agency (CUPA) budget unit.

Environmental Health Land Use

The Land Use Program lends support to the Development Services Department to ensure that land use permit entitlements granted by the County prevent health hazards and to mitigate environmental degradation resulting from improperly planned developments. The Land Use Program protects public health through the proper

sizing, design, construction, and operation of onsite sewage disposal systems. The program reviews adopted land use development projects and construction projects referred to the Planning and Building Division relative to liquid waste and drinking water supplies. The program also reviews and approves the design and construction of new onsite sewage disposal systems and repairs to sites where these systems have failed.

Recommended Budget

This budget is recommended at \$625,200, which is a decrease of \$62,381 (9.1%) compared to FY 2014-15. This budget unit does not receive any funding from the General Fund.

The net cost of this budget unit is covered by permit revenues and an Interfund transfer from the Health Fund (1991 Realignment funding). The contribution from the Health Fund is recommended at \$330,235, a reduction of \$47,929 over the prior year.

Use of Fund Balance

This budget unit is within the General Fund. The budget does not include the use of any specific fund balance.

Development Services Department Certified Unified Program Agency (2-727)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: CUPA	FUND: GENERAL			0001 2-727	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
SERVICES AND SUPPLIES	18,752	2,052	20,960	3,325	84.1-	
OTHER CHARGES	1,669	17,860	1,555	19,419	1,148.8	
* GROSS BUDGET	20,421	19,912	22,515	22,744	1.0	
INTRAFUND TRANSFERS	319,010	123,632	249,236	257,563	3.3	
* NET BUDGET	339,431	143,544	271,751	280,307	3.1	
OTHER REVENUES						
USER PAY REVENUES	208,530	176,629	211,751	213,637	.9	
GOVERNMENTAL REVENUES	130,900	87,418	60,000	66,670	11.1	
TOTAL OTHER REVENUES	339,430	264,047	271,751	280,307	3.1	
* UNREIMBURSED COSTS	1	120,503-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Purpose

Certified Unified Program Agency (CUPA) is a program contained within the Environmental Health Division. CUPA is a State hazardous materials program, covering all of Sutter County, including the incorporated cities within the County.

The purpose of CUPA is to prevent or mitigate damage to the health and safety of persons and the environment in Sutter County from the release, or threatened release, of hazardous materials.

Major Budget Changes

- (\$16,000) Annual software license now recorded through the Inferfund Information Technology account

Program Discussion

The CUPA Program is responsible for regulating the:

- Hazardous Materials Business Plans and Inventories (Business Plans)
- Hazardous Waste Generator and Onsite Hazardous Waste Treatment Programs (tiered permitting)
- Underground Storage Tank Program
- Aboveground Petroleum Storage Act (APSA) Program
- California Accidental Release Prevention (CalARP) Program
- Area Plans for hazardous materials emergencies
- Uniform Fire Code Hazardous Material Management Plan and Hazardous Material Inventory Statements

CUPA provides on-site inspections and consultations to businesses that handle and store hazardous materials. It also investigates hazardous materials complaints

from the public. In the event of significant noncompliance, CUPA may enforce hazardous materials laws and regulations through an administrative enforcement procedure under the authority of the Health and Safety Code and can refer cases to the District Attorney.

Recommended Budget

This budget is recommended at \$280,307, which is an increase of \$8,556 (3.1%) compared to FY 2014-15. This budget unit does not receive any funding from the General Fund as the net cost for this

program is covered by permit revenue and grants.

This budget includes Intrafund CUPA-Environmental Health charges for staff services provided by the Environmental Health (2-725) budget unit.

Use of Fund Balance

This budget unit is within the General Fund. The budget does not include the use of any specific fund balance.

Development Services Department Fire Services Administration (2-402)

Danelle Stylos, Director

E X E C U T I V E S U M M A R Y					
DEPT HEAD: DANELLE STYLOS	UNIT: FIRE SERVICES ADMINISTRATION		FUND: PUBLIC SAFETY	0015 2-402	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	193,795	158,585	193,481	196,098	1.4
SERVICES AND SUPPLIES	8,430	6,853	12,400	11,055	10.8-
OTHER CHARGES	11,921	12,892	65,678	68,226	3.9
* GROSS BUDGET	214,146	178,330	271,559	275,379	1.4
INTRAFUND TRANSFERS	0	0	0	0	.0
* NET BUDGET	214,146	178,330	271,559	275,379	1.4
OTHER REVENUES					
USER PAY REVENUES	4,443	0	9,500	6,000	36.8-
GOVERNMENTAL REVENUES	0	0	0	0	.0
TOTAL OTHER REVENUES	4,443	0	9,500	6,000	36.8-
* UNREIMBURSED COSTS	209,703	178,330	262,059	269,379	2.8
ALLOCATED POSITIONS	1.00	1.00	1.00	1.00	.0

Purpose

Fire Services Administration is responsible for coordinating and administering the County's fire protection programs and the activities of four County Service Areas (CSAs) for which the Board of Supervisors is the governing board. CSAs provide fire protection from eight fire stations throughout the County. The Fire Services Manager/Fire Chief is the sole position in this budget unit.

The Fire Services Manager responds to emergencies and exercises overall supervision of rescue, firefighting, and hazardous materials release operations in the CSAs. The Fire Services Manager is responsible for coordinating the annual budgets, enforcing the adopted fire codes and ordinances, preparing apparatus specifications for the CSAs, and representing the County Fire Services with other jurisdictions, emergency personnel, governing officials, and citizens.

The Fire Services Manager also serves as the Operational Area Coordinator for fire services and remains committed to the state mutual aid system. This position may participate in strike team deployment throughout the State as a local government or California Emergency Management Agency strike team leader.

Major Budget Changes

Other Charges

- (\$37,590) Decrease in Interfund Charges from the Development Services Administration budget unit (2-721)
- \$35,842 Increase in Interfund Overhead (A-87) Cost Plan charges as provided by the Auditor-Controller's Office

Program Discussion

The Fire Services Manager is responsible for coordinating the annual budgets, enforcing the adopted fire codes and ordinances, and preparing apparatus specifications for the CSAs. County Service Areas include CSA-C, CSA-D, CSA-F, and CSA-G.

CSA-C

This Service Area consists of the East Nicolaus Volunteer Fire Department operating out of two stations located in the communities of East Nicolaus and Rio Oso.

CSA-D

This Service Area consists of the Pleasant Grove Volunteer Fire Department.

CSA-F

This Service Area covers the largest portion of the County and includes the communities of Sutter, Live Oak, and Oswald/Tudor. Fire protection is provided to the City of Live Oak by contract.

CSA-G

The County contracts with the Yuba City Fire Department for fire protection in CSA-G, which is the area formerly protected by the Walton Fire Protection District.

Recommended Budget

This budget is recommended at \$275,379, which is an increase of \$3,820 (1.4%) compared to FY 2014-15. The General Fund provides 97.8% of the financing for Fire Services Administration and is increased by \$7,320 (2.8%) compared to FY 2014-15. This budget unit is within the Public Safety fund; however, it is considered to be funded primarily by the General Fund.

Use of Fund Balance

The budget unit is within the Public Safety Fund. The budget does not include the use of any specific fund balance.

Development Services Department County Service Area G (0-301)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY SERVICE AREA G		FUND: COUNTY SERVICE AREA G		0301 0-301	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
SERVICES AND SUPPLIES	628,936	400,710	653,835	652,904	.1-	
OTHER CHARGES	57	26-	35-	96	374.3-	
* GROSS BUDGET	628,993	400,684	653,800	653,000	.1-	
INTRAFUND TRANSFERS	0	0	0	0	.0	
* NET BUDGET	628,993	400,684	653,800	653,000	.1-	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	628,993	400,684	653,800	653,000	.1-	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	8,620	4,241	8,000	8,000	.0	
GENERAL REVENUES	599,543	404,643	645,989	645,000	.2-	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	608,163	408,884	653,989	653,000	.2-	
* UNREIMBURSED COSTS	20,830	8,200-	189-	0	100.0-	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Purpose

This budget unit represents County Service Area G, the area within Yuba City previously known as the Walton Fire Protection District. The County Service Area G budget unit is managed by the Development Services Department. Its purpose is to provide a means by which the County is able to record homeowner property taxes within the Walton District and transfer the funds to the City of Yuba City for services provided.

Major Budget Changes

There are no major budget changes for FY 2015-16.

Program Discussion

County Service Area G was established in May 2001 to provide fire protection services to the residents within the former Walton Fire Protection District area. Resulting from anticipated growth and annexation of this area by the City of Yuba City from the County over a 25-year period, the Walton Fire Protection District Dissolution Agreement was created and signed in May 2002. The Agreement transferred fire protection responsibilities in this area to the City of Yuba City.

This program was created as a pass-through of property tax and other revenue representing the unincorporated portion of CSA-G pursuant to the Dissolution Agreement.

Recommended Budget

This budget is recommended at \$653,000, which is a decrease of \$800 (0.1%) compared to FY 2014-15. This budget unit does not receive any funding from the General Fund. All funding is provided through property taxes and interest.

Use of Fund Balance

The CSA-G fund typically does not carry any fund balance; it is strictly a pass-through budget. Funds are transferred to the City of Yuba City, leaving an estimated fund balance of \$0 as of July 1, 2015.

Development Services Department County Service Area F (0-305)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY SERVICE AREA F		FUND: COUNTY SERVICE AREA F		0305 0-305	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	1,550,587	1,444,879	1,814,910	1,829,562	.8	
SERVICES AND SUPPLIES	415,633	332,657	439,934	498,844	13.4	
OTHER CHARGES	114,249	77,747	357,670	201,743	43.6-	
CAPITAL ASSETS	60,045	14,731	447,600	0	100.0-	
* GROSS BUDGET	2,140,514	1,870,014	3,060,114	2,530,149	17.3-	
INTRAFUND TRANSFERS	0	0	0	0	.0	
* NET BUDGET	2,140,514	1,870,014	3,060,114	2,530,149	17.3-	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	2,140,514	1,870,014	3,060,114	2,530,149	17.3-	
OTHER REVENUES						
USER PAY REVENUES	505,928	505,129	554,508	634,696	14.5	
GOVERNMENTAL REVENUES	18,517	8,491	635,810	18,500	97.1-	
GENERAL REVENUES	1,547,249	957,924	1,729,000	1,729,000	.0	
OTHER FINANCING SOURCES	785	0	0	0	.0	
CANCELLATION OF OBLIGATED F/B	0	0	140,796	147,953	5.1	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	2,072,479	1,471,544	3,060,114	2,530,149	17.3-	
* UNREIMBURSED COSTS	68,035	398,470	0	0	.0	
ALLOCATED POSITIONS	14.00	16.00	16.00	16.00	.0	

Purpose

Consistent with the mission and values of Sutter County Fire Services, County Service Area F is responsible for fire suppression, rescue, hazardous materials response, and fire prevention within approximately 254 square miles of the County. This area includes the City of Live Oak, which is served under contract, the community of Sutter, and the unincorporated area from the Butte County line to the Nicolaus Bridge, excluding the Fire Protection Districts.

Major Budget Changes

Services & Supplies

- \$84,360 Increase in Outside Refurbishment / Repair to distinguish vehicle repair costs from equipment repair costs
- \$12,000 Increase in Professional & Specialized Services for Hazmat physicals formerly provided by the Public Health Division

- \$26,000 Increase in Professional & Specialized Volunteers based upon recent experience

Other Charges

- (\$59,850) Decrease in Contribution to Other Agencies related to prior year grant funding
- (\$144,900) Decrease in Interfund Transfer Out related to prior year grant funding
- \$30,542 Increase in Interfund miscellaneous charges as provided by other service departments

Revenues

- \$80,000 Increase in Live Oak City Fire Contract revenue related to two (2) Fire Engineer positions added in FY 2014-15
- (\$617,310) Decrease in Federal Grant revenue related to prior year grant funding

Program Discussion

This budget unit operates three fire stations and has an equipment inventory of eight engines (Type I), five wild-land engines (Type III), one water-tender, and one heavy rescue/hazardous materials truck. Personnel include two Battalion Chiefs, nine Captains, five Engineers, 35 volunteers and up to two seasonal firefighters.

The Fire Department has been rated by the Insurance Services Office (ISO) as Class 4

in the Sutter Community Services District, Class 4 in the City of Live Oak and Class 5 in all non-hydranted areas within five miles of a fire station (one of only three fire departments in the State of California with this rating for non-hydranted areas). Areas located beyond five miles of a fire station are rated as Class 10. Each rating number represents a fire defense and physical condition measurement relative to insurance risk. Lower values indicate less insurance risk.

During 2014, the Department collectively responded to 2,159 calls for service. All career personnel are certified Emergency Medical Technicians with a defibrillator endorsement (EMT-1D) and are Hazardous Materials Technicians or Specialists. Some of the volunteer members are similarly certified. Training is an ongoing process for all personnel, and the Department has always been supportive of advanced training regardless of the firefighters' career or volunteer status. State regulations require personnel to undergo more specialized training. Personnel have been trained and certified in confined space rescue, high angle rope rescue, and trench rescue techniques.

The Department conducts numerous fire inspections and fire investigations, and assists other fire departments in the County with those duties. In addition, the Department conducts fire prevention programs at all elementary schools within its jurisdiction.

The Sutter County Fire Department maintains a strong commitment to the State Mutual Aid System. The Department houses a fire engine provided by the California-Emergency Management Agency (Cal-EMA). The Sutter County Fire

Department has responded to Mutual Aid requests in the El Dorado National Forest, Lassen National Forest, and Shasta County.

The Sutter County Fire Department is a signatory agency to the recently formed Yuba Sutter Hazardous Materials Response Team (YSHMRT). This team will provide hazardous materials emergency response within Sutter and Yuba Counties.

Recommended Budget

This budget is recommended at \$2,530,149, which is a decrease of \$529,965 (17.3%) compared to FY 2014-15. This decrease is primarily due to capital assets that were budgeted and purchased in FY 2014-15. This budget unit does not receive any funding from the General Fund. All funding is provided through property taxes, City of Live Oak contract revenues, and interest earnings.

Use of Fund Balance

The CSA-F fund contains a Restricted Fund Balance in the amount of \$465,114 as of July 1, 2014 (which does not include the outstanding loan from the General Fund for the construction of the Sutter Fire Station with a remaining balance, at that time, of approximately \$678,052). It is estimated that the Restricted Fund Balance will equal \$447,755 at July 1, 2015 (which does not include the current outstanding General Fund loan balance of \$627,502).

The recommended budget includes a cancellation of Obligated Fund Balance in the amount of \$147,953.

Development Services Department County Service Area C - East Nicolaus (0-309)

Danelle Stylos, Director

E X E C U T I V E S U M M A R Y					
DEPT HEAD: DANELLE STYLOS		UNIT: CNTY SERVICE AREA C-E NICOLAUS FUND: CNTY SERVICE AREA C-E NICOLAUS 0309 0-309			
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	2,965	1,279	1,279	976	23.7-
SERVICES AND SUPPLIES	66,721	54,882	92,650	98,020	5.8
OTHER CHARGES	11,483	13,927	16,425	41,083	150.1
CAPITAL ASSETS	0	0	383,700	0	100.0-
* GROSS BUDGET	81,169	70,088	494,054	140,079	71.6-
* NET BUDGET	81,169	70,088	494,054	140,079	71.6-
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASES IN RESERVES	0	0	0	55,821	***
* TOTAL BUDGET	81,169	70,088	494,054	195,900	60.3-
OTHER REVENUES					
USER PAY REVENUES	4,181	14,046	72,890	8,000	89.0-
GOVERNMENTAL REVENUES	2,334	1,111	2,200	2,200	.0
GENERAL REVENUES	169,350	111,723	185,700	185,700	.0
CANCELLATION OF OBLIGATED F/B	0	0	233,264	0	100.0-
GENERAL REVENUES	0	0	0	0	.0
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	175,865	126,880	494,054	195,900	60.3-
* UNREIMBURSED COSTS	94,696-	56,792-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Purpose

The East Nicolaus Volunteer Fire Department (CSA-C) is responsible for fire suppression, rescue, hazardous materials response, and fire prevention within this service area. The County Services Area C budget unit is managed by the Development Services Department.

Program Discussion

This budget funds the East Nicolaus Volunteer Fire Department (CSA-C). The service area encompasses approximately 62 square miles. The 2000 Census Report lists the population at 1,575 residents. Revenue to fund the Fire Department is derived primarily from property taxes.

Major Budget Changes

Other Charges

- \$10,000 Increase in Interfund Road Fuel & Oil charges previously budgeted in Services and Supplies

The East Nicolaus Volunteer Fire Department is comprised of two fire stations. The main station (Station 1) is located at 1988 Nicolaus Avenue in East Nicolaus and houses four pieces of fire equipment. The Sub-Station (Station 2) is located at 176 Pleasant Grove Road in Rio Oso, and houses two pieces of fire equipment.

Development Services Department County Service Area C - East Nicolaus (0-309)

Danelle Stylos, Director

The Department consists of one Volunteer Fire Chief, one Volunteer Assistant Chief, two Volunteer Captains, and nine Volunteer Fire Fighters. All personnel are trained in emergency care and cardiopulmonary resuscitation. The Department responded to 264 calls for service in 2014. The Department is committed to participation in the State Mutual Aid System and has responded to requests for assistance in the El Dorado National Forest, Lassen National Forest, and Shasta County.

The East Nicolaus Volunteer Fire Department either has, or is currently working on, automatic aid agreements with neighboring fire agencies.

Recommended Budget

This budget is recommended at \$195,900, which is a decrease of \$298,154 (60.3%) compared to FY 2014-15. This decrease is

due to capital assets, including SCBA gear and a Type I Fire Engine, budgeted and purchased in FY 2014-15. This budget unit does not receive any funding from the General Fund. All funding is provided through property taxes and interest.

Use of Fund Balance

The CSA-C fund contained a Restricted Fund Balance in the amount of \$766,243 as of July 1, 2014. It is estimated the Restricted Fund Balance will equal \$489,905 at July 1, 2015.

The recommended budget includes an Increase in Reserve Fund Balance in the amount of \$55,821 leaving an estimated Restricted Fund Balance of \$545,726.

Development Services Department County Service Area D - Pleasant Grove (0-311)

Danelle Stylos, Director

EXECUTIVE SUMMARY					
DEPT HEAD: DANELLE STYLOS		UNIT: CNTY SRVC AREA D-PLEASANT GROV FUND: CNTY SRVC AREA D-PLEASANT GROV 0311 0-311			
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	3,293	1,594	1,594	2,000	25.5
SERVICES AND SUPPLIES	80,291	100,999	111,600	114,000	2.2
OTHER CHARGES	13,759	13,637	17,965	24,577	36.8
CAPITAL ASSETS	0	0	412,000	0	100.0-
* GROSS BUDGET	97,343	116,230	543,159	140,577	74.1-
* NET BUDGET	97,343	116,230	543,159	140,577	74.1-
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASES IN RESERVES	0	0	0	113,323	***
* TOTAL BUDGET	97,343	116,230	543,159	253,900	53.3-
OTHER REVENUES					
USER PAY REVENUES	15,802	75,034	88,010	8,000	90.9-
GOVERNMENTAL REVENUES	2,954	1,477	3,100	3,100	.0
GENERAL REVENUES	210,620	145,537	242,800	242,800	.0
CANCELLATION OF OBLIGATED F/B	0	0	209,249	0	100.0-
GENERAL REVENUES	0	0	0	0	.0
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	229,376	222,048	543,159	253,900	53.3-
* UNREIMBURSED COSTS	132,033-	105,818-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Purpose

The Pleasant Grove Volunteer Fire Department (CSA-D) is responsible for fire suppression, rescue, hazardous materials response, and fire prevention within this service area. The County Services Area D budget unit is managed by the Development Services Department.

Program Discussion

This budget funds the Pleasant Grove Volunteer Fire Department (CSA-D). The service area encompasses approximately 71 square miles. The 2000 Census report lists the population at 1,105 residents. Revenue to fund the Fire Department is derived primarily from property taxes.

Major Budget Changes

Revenues

- (\$80,010) Decrease in Interfund Miscellaneous Transfer revenue related to prior year grant funding

The Pleasant Grove Volunteer Fire Department is comprised of two fire stations. The main station (Station 1) is located at 3100 Howsley Road in Pleasant Grove, and houses four pieces of fire equipment. The Sub-Station (Station 2) is located at the intersection of Sankey Road and Pleasant Grove Road in Pleasant Grove, and houses three pieces of fire equipment.

Development Services Department County Service Area D - Pleasant Grove (0-311)

Danelle Stylos, Director

The Department consists of one Volunteer Fire Chief, one Volunteer Assistant Chief, four Volunteer Captains, three Volunteer Engineers, and five Volunteer Fire Fighters. The Department responded to 194 calls for service in 2014.

The Department is committed to participation in the State Mutual Aid System, and has responded to requests for service in the El Dorado National Forest, Lassen National Forest, and Shasta County.

Recommended Budget

This budget is recommended at \$253,900, which is a decrease of \$289,259 (53.3%) compared to FY 2014-15. This decrease is due to capital assets that were budgeted and

purchased in FY 2014-15. This budget unit does not receive any funding from the General Fund. All funding is provided through property taxes, interest earnings, and grant funding.

Use of Fund Balance

The CSA-D fund contains a Restricted Fund Balance in the amount of \$716,524 as of July 1, 2014. It is estimated that the Restricted Fund Balance will equal \$507,275 at July 1, 2015.

The recommended budget includes an Increase in Reserve Fund Balance of \$113,317 leaving an estimated Restricted Fund Balance of \$620,598.

Development Services Department Planning and Building (2-724)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: PLANNING & BUILDING		FUND: GENERAL		0001 2-724	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	1,009,322	838,343	1,090,425	842,180	22.8-	
SERVICES AND SUPPLIES	525,842	248,663	2,236,170	1,637,824	26.8-	
OTHER CHARGES	91,016	70,967	89,286	109,711	22.9	
* GROSS BUDGET	1,626,180	1,157,973	3,415,881	2,589,715	24.2-	
INTRAFUND TRANSFERS	39,572-	82,215	200,273	592,140	195.7	
* NET BUDGET	1,586,608	1,240,188	3,616,154	3,181,855	12.0-	
OTHER REVENUES						
USER PAY REVENUES	834,152	410,883	1,872,336	1,965,636	5.0	
GOVERNMENTAL REVENUES	144,309	169,827	562,958	0	100.0-	
OTHER FINANCING SOURCES	3,186	0	0	0	.0	
TOTAL OTHER REVENUES	981,647	580,710	2,435,294	1,965,636	19.3-	
* UNREIMBURSED COSTS	604,961	659,478	1,180,860	1,216,219	3.0	
ALLOCATED POSITIONS	11.00	11.00	11.00	8.00	27.3-	

Purpose

The Planning Division and the Building Division are reflected in this consolidated budget unit, managed by the Development Services Department.

The **Planning Division's** primary responsibility is to administer the County's planning program as adopted by the Board of Supervisors through the Sutter County General Plan and Zoning Code. Reports, studies, and recommendations are provided to the Planning Commission and the Board of Supervisors regarding land use applications and policy issues.

The **Building Inspection Division** is responsible for maintaining and enforcing the California Building Codes and local ordinances as adopted by the County of Sutter. The primary purpose of the division is to safeguard the public's health, safety, and general welfare through proper design and inspection of buildings. Statutory

authority is provided by the California Health and Safety Code Section 17960.

Major Budget Changes

Salaries & Benefits

- (\$249,589) Decrease in salaries and benefits due to transfer of three Permit Technician positions to the Development Services Administration division (billed back to the Building Division)

Services & Supplies

- (\$50,000) Decrease in Professional & Special EIR Consultants due to no anticipated large projects (offset by reduction in revenue)
- (\$486,000) Decrease in Professional & Specialized Services

primarily related to grant funded projects

- (\$54,504) Decrease in Professional & Specialized Service Admin due to Zoning Code update anticipated to be completed by June 30, 2015

Intrafund Transfers

- \$334,145 Increase in Intrafund Administration Services charges due primarily to the transfer of the three Permit Technicians (billed back to the Building Division)
- \$56,276 Increase in Intrafund Overhead (A-87) costs as provided by the Auditor-Controller's Office

Revenues

- \$100,000 Increase in Special Project revenue related to development projects (partially offsets costs in the Professional and Specialized Services account)
- (\$562,958) Decrease in State Fish & Game Grant revenue

Program Discussion

Planning Division

The Planning Division staff includes:

- Deputy Director – 50% (Vacant)
- Principal Planner
- Senior Planner

- Assistant Planner
- Geographic Information Systems Analyst

The Planning Division reviews and processes general plan and zoning applications, land divisions, use permits, variances, design review and other development-related requests in conformance with all applicable state law requirements (i.e., CEQA – California Environmental Quality Act, SMARA – Surface Mining and Reclamation Act, Subdivision Map Act, etc.) and code enforcement violations relative to the Zoning Code. Additionally, the Division administers the County's Geographic Information System (GIS) data functions.

Large projects recently completed or currently in process by this Division include:

- In 2015, the comprehensive Zoning Code update will be completed.
- In October 2014, The Housing Element received approval with a new eight-year review cycle (instead of the traditional five-year approval timeframe).
- In October 2014, an amendment to the land use concept plan for the Sutter Pointe Specific Plan was approved.
- The Division is working with the County Administrator's Office to update the County's development impact fees.

The ongoing Yuba Sutter Regional Conservation Plan (YSRCP) is overseen by the Division with participation by Yuba County and the Cities of Yuba City, Live

Oak and Wheatland. The Plan was originally a Habitat Conservation Plan that later included the Natural Community Conservation Plan (HCP/NCCP). Staff provides review of the consultant documents, prepares staff reports and support documentation for plan committees, and coordinates public outreach efforts. Additionally, staff oversees Section 6 grant funding for both the Plan and the Environmental Impact Report and Environmental Impact Statement (State and Federal environmental review process) and provides contract administration.

In late 2013, the Board of Supervisors adopted a marijuana cultivation ordinance. The Planning Division developed and implemented this new program in cooperation with other County departments. Additionally, Planning handles all the marijuana complaints (approximately 40% of Principal Planner’s time).

The Division provides staff services to the Local Agency Formation Commission (LAFCO) in cooperation with the County Administrator’s Office.

Building Division

The Building Division staff currently includes:

- Deputy Director – 50% (Vacant)
- Building Inspector III
- Building Inspector II
- Building Inspector II (Limited Term)

The Building Inspection Division’s operations include permit application and plans review, calculation of permit costs, inspections during the construction process (building, mechanical, electrical, and plumbing), complaint investigations, support to other County departmental programs and

public education relative to building regulations and Special Flood Hazard Area criteria.

In addition, the Building Division has included building and fire plan check review and structural fire inspections as needed to support Fire Services.

The jurisdiction of Sutter County is approximately 592 square miles, excluding the City of Yuba City and the City of Live Oak. For calendar year 2014, there were 889 building permits issued with a construction value of \$33,630,747. This is an increase of 203 building permits with an increase in construction value of \$208,831. Staff completed 2,160 inspections and plan-check reviews for 356 sets of submitted building plans. This is an increase of 218 inspections and 36 plan-check reviews compared to calendar year 2013.

2014	# Permits	Valuation	Inspections	Plan Check
	889	\$33,630,747	1,960	306
2013				
	686	\$33,421,916	1,742	270

Between 2013 and 2014, the Building Division continued to see a rise in building permit revenue, plan review, and building inspections.

The Building Division provides support and inspection services for Planning, Fire Services, Zoning, Fire Code, Flood Plain Management, and Emergency Response.

The Permit Counter provides one-stop development services to the public and County departments.

This Division also coordinates all code enforcement responses in Sutter County.

Recommended Budget

This budget is recommended at \$3,181,855, which is a decrease of \$434,299 (12.0%) compared to FY 2014-15. The General Fund provides 38.2% of the financing for this budget unit and is increased by \$35,359 (3.0%) for FY 2015-16.

The recommended budget reflects the transfer of two Permit Technician (2.0 FTE) positions and one Senior Permit Technician (1.0 FTE) position to the Administration budget unit, resulting in a decreased cost of \$249,589 in this budget unit. The cost for permit technician staff work recouped from the Building Division budget unit (2-724) through an Interfund charge.

It is recommended the Deputy Director of Planning and Building position remain vacant and unfunded through FY 2015-16. This results in a cost reduction of approximately \$140,080. These duties continue to be shared by other Department management staff, including the Director of Development Services.

Due to a continued need for building inspection services, it is recommended the authorization for a Limited Term Building Inspector II position be extended through FY 2015-16. The Limited Term Building Inspector II was first approved in FY 2013-14. This Limited Term position is funded in concept with savings from leaving the Deputy Director position vacant and unfunded through FY 2015-16, and results in a relative cost decrease of approximately \$48,165.

The Department has requested a new Code Enforcement Officer position citing an increase in code enforcement compliance laws and regulations. However, due to continued budget constraints and other needs within the County, it is recommended that no position be added to this budget unit in this fiscal year.

Use of Fund Balance

The budget unit is within the General Fund. The budget does not include the use of any specific fund balance.

Development Services Department Road Fund (3-100)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: ROAD	FUND: ROAD			0003 3-100	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	1,666,981	1,389,896	1,791,029	2,017,131	12.6	
SERVICES AND SUPPLIES	1,646,296	2,166,709	5,865,847	5,424,914	7.5-	
OTHER CHARGES	1,206,893	276,781	1,321,550	1,698,619	28.5	
CAPITAL ASSETS	335,858	86,526	277,700	300,500	8.2	
* GROSS BUDGET	4,856,028	3,919,912	9,256,126	9,441,164	2.0	
* NET BUDGET	4,856,028	3,919,912	9,256,126	9,441,164	2.0	
APPROPRIATION FOR CONTINGENCY	0	0	11,793	0	100.0-	
INCREASE IN OBLIGATED F/B	0	0	5,000	5,000	.0	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	4,856,028	3,919,912	9,272,919	9,446,164	1.9	
OTHER REVENUES						
USER PAY REVENUES	287,269	127,132	921,629	680,729	26.1-	
GOVERNMENTAL REVENUES	5,055,175	3,549,398	5,656,569	5,828,909	3.0	
GENERAL REVENUES	1,071,880	1,492,764	959,500	1,059,498	10.4	
OTHER FINANCING SOURCES	34,388	2,002	0	0	.0	
CANCELLATION OF OBLIGATED F/B	0	0	1,735,221	1,877,028	8.2	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	6,448,712	5,171,296	9,272,919	9,446,164	1.9	
* UNREIMBURSED COSTS	1,592,684-	1,251,384-	0	0	.0	
ALLOCATED POSITIONS	26.60	26.60	26.60	29.00	9.0	

Purpose

The Road Fund budget unit is managed by the Development Services Department and includes Road Maintenance (43), Engineering (44), and Capital Improvement programs (45). The Fund provides resources to perform the inspection and maintenance of approximately 760 miles of County roads, bike and pedestrian ways, 89 bridges, and associated appurtenances such as delineation and signage.

The primary source of Road Fund revenues is the State Highway Users Tax Apportionment (HUTA). HUTA revenues are generated by a gas excise tax and, under California Law, may only be used for Road

purposes. Other roadwork funding revenues are also placed in this fund. This includes State Transportation Development Act, Federal Highways Administration grant, and State transportation grant revenues. This budget unit is a separate fund in order to meet State requirements and restrictions on use.

The Board of Supervisors approved the Annual Road Plan as required by the State Streets & Highway Code Section 2007 to account for the Road Fund use and demonstrate to the citizens of Sutter County the prudent and efficient use of limited transportation funding. A copy of that approved plan is included as part of the Recommended Budget.

Major Budget Changes

correction to add Engineering staff charges not budgeted in prior year

Salaries & Benefits

- \$225,256 Increase due to negotiated salaries and benefits
- \$73,704 Increase related to the transfer of the balance of the Assistant Director for Public Works position from the Engineering Services (1-920) and Water Resources (1-922) budget units to the Road Fund
- \$210,243 Increase related to the transfer of two maintenance positions from the Water Resources (1-922) budget unit to the Road Fund

Services & Supplies

- \$50,000 Increase in General Supplies due to overall increases in supplies for the Maintenance division
- (\$30,000) Decrease in Fuel & Oil costs based on historical data
- (\$488,000) Decrease in Professional/Specialized Services due to decrease Capital Improvement projects

Other Charges

- \$338,375 Increase in combined Interfund Development Services Administration and Interfund Engineering charges, primarily reflecting

Capital Assets

- \$210,000 Replacement Water Truck
- \$31,000 Replacement Utility Bed Truck
- \$27,000 Replacement ¾ Ton Truck
- \$32,500 Re-budget of Replacement 4x4 Truck with Tow Attachment

Revenues

- \$142,441 Increase in Interfund Misc Non-Road to reimburse for Assistant Director time spent on non-Road activities
- (\$391,001) Decrease in Contribution from Non-Government Agencies
- (\$773,791) Decrease in State Funding due to decrease in State Highway Taxes
- \$816,784 Increase in Federal Bridge Replacement Program for approved Federal projects
- \$129,347 Increase in Federal Other Aid due to new Federal projects for road safety improvements
- \$94,498 Increase in Transportation Tax revenue

Program Discussion

The Road Fund budget unit contains three programs that provide distinct services and purposes: Road Maintenance Program (43), Road Engineering Program (44), and Road Capital Program (45).

The Road Fund budget has 29 authorized positions, with 22 filled and 7 vacant and unfunded. The 29 positions is an increase of 2.4 FTE positions from the prior year, reflecting the transfer of one Public Works Maintenance Worker II position and one Public Works Maintenance Supervisor position from the Water Resources budget unit (1-922), and transfer of the balance (0.4 FTE) of the Assistant Director – Public Works from the Engineering Services (1-920) and Water Resources (1-922) budget units.

Due to increasing recurring costs, with minimal increases in annual recurring revenues, the seven vacant positions will be maintained in an unfunded status for the foreseeable future.

The mission and tasks assigned to the Road Maintenance Division have been adjusted to adapt to this lower staffing level. This program provides in-house staff and equipment to perform:

- Minor paved road repairs
- Unpaved road maintenance, repairs and improvements
- Bridge maintenance and minor repairs
- Culvert repair and maintenance
- Roadside drainage maintenance
- Roadside vegetation control
- Signage and markings installation and maintenance

The Assistant Director of Development Services – Public Works is allocated to this budget unit as the Road Commissioner. Engineering staff time dedicated to Road Fund projects is reflected in the Interfund charges to this Fund. The Road Fund continues to reflect the receipt of all revenues associated with Road project engineering services.

The Capital Program of the Road Fund contains the major road and bridge repairs and improvement project work. The Program funds portions of the contracted construction work utilizing State and Federal highway program and grant revenues, and some one-time revenues, by the specific projects for which the revenues are designated.

Recommended Budget

This budget is recommended at \$9,446,164, which is an increase of \$173,245 (1.9%) compared to FY 2014-15. The Road Fund budget unit does not receive any funding support from the General Fund.

Capital Assets are recommended at \$300,500 to purchase the following items:

- \$210,000 Replacement Water Truck
- \$31,000 Replacement Utility Bed Truck
- \$27,000 Replacement ¾ Ton Truck
- \$32,500 Re-budget of Replacement 4x4 Truck with Tow Attachment

Because the construction season spans two fiscal years, the Recommended Budget

Development Services Department

Road Fund (3-100)

Danelle Stylos, Director

includes funding and appropriations for the carryover of selected construction projects originally budgeted in the previous fiscal year and may contain portions of the previous fiscal year Road Plan.

The FY 2015-16 Recommended Budget includes the following Road Plan projects as adopted by the Board of Supervisors for FY 2015-16 (attached):

- 2016 Road Seals
- Various Streets in and around the town of Meridian, including Grading/Paving
- Various ADA Project Sidewalk Reconstruction

The State Highway Users Tax Apportionment (HUTA) revenues are based on current market conditions. The revenues from HUTA sections 2104, 2105 and 2106 fund most of the in-house road program, and HUTA section 2103 is used to provide a portion of the major maintenance and rehabilitation programs in the Road Plan. State and Federal highway program and grant funds, when available, are also applied to this endeavor.

Annually, the County receives a portion of the Local Transportation Fund (LTF) under the Transportation Development Act (TDA). These funds are available for roadwork after public transportation needs have been met. Under an agreement with the Yuba-Sutter Transportation Agency, an allocation of funds is made to the County, which is used for general road maintenance and repairs. The annual amount available depends on State revenues and is estimated at \$730,000 for FY 2015-16.

The County may also receive \$278,075 in State funds under a sub-program of Regional

Surface Transportation Program (RSTP); an exchange for Federal funds. This is an annual amount provided to some counties and is being considered for elimination by the State.

The position transfers (Assistant Director – Public Works, Public Works Maintenance Supervisor I, and Public Works Maintenance Worker II), as described above, are recommended to be effective July 1, 2015.

Use of Fund Balance

The Road Fund contains the following Restricted Fund Balance accounts in the respective amounts as of July 1, 2014:

- Non-spendable Imprest Cash (Petty Cash): \$100
- Non-spendable Inventory: \$73,203
- Restricted - 5th Street Bridge Maintenance: \$111,081
- Restricted – FEMA/OES: \$70,000
- Restricted Fund Balance: \$6,574,074

It is recommended that the Restricted - 5th Street Bridge Maintenance fund balance be increased by \$5,000 in FY 2015-16 leaving an estimated June 30, 2015 ending balance of \$116,081. This reserve is maintained pursuant to an existing agreement with the City of Yuba City, the City of Marysville, and Yuba County. Each year, \$5,000 is placed into this account to pay for major maintenance projects affecting the 5th Street Bridge.

The FY 2015-16 Recommended Budget includes a cancellation of Restricted Fund

Development Services Department Road Fund (3-100)

Danelle Stylos, Director

Balance in the amount of: (Program 43-Road Maintenance decrease \$640,137), (Program 44-Road Engineer decrease \$413,210), and (Program 45-Capital Improvement decrease \$823,681) for a total decrease of \$1,877,028.

No increases or decreases are recommended for FY 2015-16 in the Non-Spendable Imprest Cash or Restricted-FEMA/OES fund balances.

Sutter County Pavement Management System Road Report FY 2015-16 ROAD PLAN

12/5/2014

LINE	SUP. DIST.	PCI	ADT	A/C LOCAL RES	STREET NAME	TOWN	FROM	TO	LENGTH (mile)	WIDTH (ft)	GRADING / PAVING	SEALS			
												CHIP SEAL	MICRO-SURFACING	CAPE SEAL COST	
SEALS - SPRING 2016													\$39,000	\$26,000	\$60,000
1	3	55		RES	D STREET	MERIDIAN	MERIDIAN RD.	EAST END (MERIDIAN ELEMENTARY)	0.35	20					\$17,500
2	3	55		RES	SECOND STREET	MERIDIAN	D ST	BRIDGE ST	0.22	20					\$11,000
3	3	55		RES	THIRD STREET	MERIDIAN	D ST	BRIDGE ST	0.22	20					\$11,000
4	3	55		RES	FOURTH STREET (SOUTH SIDE)	MERIDIAN	D ST	BRIDGE ST	0.22	20					\$11,000
5	3	55		RES	FIFTH STREET	MERIDIAN	D ST	BRIDGE ST	0.13	20					\$6,500
6	3	65		RES	CHURCH ST.	MERIDIAN	MERIDIAN RD.	SECOND ST	0.05	20					\$2,500
7	3	50		LOCL	FOURTH STREET (NORTH SIDE)	MERIDIAN	SR 20	MAWSON RD (EAST SIDE)	0.2	22					\$11,000
8	3	50		RES	MAWSON RD (WEST SIDE)	MERIDIAN	FOURTH ST (NORTH SIDE)	THIRD ST	0.08	20					\$4,000
9	3	50		RES	THIRD STREET (NORTH SIDE)	MERIDIAN	MAWSON RD	ALAMEDA ST	0.08	20					\$4,000
10	3	50		RES	ALAMEDA ST	MERIDIAN	THIRD ST	MERIDIAN RD	0.1	20					\$5,000
11	3	25		LOCL	MAWSON RD (EAST SIDE)	MERIDIAN	FOURTH ST (NORTH SIDE)	BURRIS RD	0.5	22					\$27,500
12	3	40		LOCL	MAWSON RD (EAST SIDE)	MERIDIAN	BURRIS RD	FARMLAN RD	1	22					\$55,000
13	3	60		LOCL	MAWSON RD (EAST SIDE)	MERIDIAN	FARMLAN RD	PASS RD	1.5	22					\$82,500
14	3	49		MNC	MERIDIAN RD (SB)	MERIDIAN	BRIDGE ST	KILGORE RD	0.50	20					\$25,000
15	3	55		MNC	MERIDIAN RD (SB)	MERIDIAN	KILGORE RD	ON LEVEE	1.00	20					\$50,000
16	3	65		MNC	MERIDIAN RD (SB)	MERIDIAN	ON LEVEE	OFF LEVEE	1.20	20					\$60,000
17	3	40		MNC	MERIDIAN RD (SB)	MERIDIAN	OFF LEVEE	MORONI RD	0.10	20					\$5,000
18	3	50		MNC	MERIDIAN RD (SB)	MERIDIAN	MORONI RD	SOUTH DREXLER RD	1.00	20					\$50,000
19	3	35		LOCL	MERIDIAN RD (NB)	MERIDIAN	BRIDGE ST.	ALAMEDA ST	0.12	20					\$6,000
20	3	35		LOCL	MERIDIAN RD (NB)	MERIDIAN	ALAMEDA ST	BURRIS RD	0.56	20					\$28,000
21	3	35		LOCL	MERIDIAN RD (NB)	MERIDIAN	BURRIS RD	LOVEY'S LANDING	2.54	20					\$127,000
22															
23					VARIOUS ADA SIDEWALK RECONSTRUCTION								\$80,000		
									TOTAL MILES:	11.67	miles				
Estimate:												\$ 80,000	\$ -	\$ -	\$ 599,500
Plan Estimate:												\$ 80,000	\$ -	\$ -	599,500
Budget:												\$ 80,000	\$ -	\$ -	650,000
Inspection and Testing:												\$ -	\$ -	\$ -	42,790
Grand Total for Road Plan:												\$ -	\$ -	\$ -	722,290

Development Services Department Transportation Development (3-300)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: TRANSPORTATION DEVELOPMENT		FUND: GENERAL		0001 3-300	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
OTHER CHARGES	124,747	82,832	123,843	109,112	11.9-	
* GROSS BUDGET	124,747	82,832	123,843	109,112	11.9-	
INTRAFUND TRANSFERS	0	0	0	0	.0	
* NET BUDGET	124,747	82,832	123,843	109,112	11.9-	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	124,747	91,272	123,843	109,112	11.9-	
TOTAL OTHER REVENUES	124,747	91,272	123,843	109,112	11.9-	
* UNREIMBURSED COSTS	0	8,440-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Purpose

This budget unit finances the County's portion of the Yuba-Sutter Transit Authority (YSTA) for the residents of the unincorporated area of Sutter County. Funding for this program comes from the County's share of State Transportation Development Act Funds. The State Transit Assistance component is allocated and provided directly to the YSTA. The Local Transportation Fund (LTF) component is allocated to the County for the unincorporated area. By agreement, a portion of the LTF annual allocation is used to finance subsidized YSTA transit services. The remainder, after ensuring there are no unmet transit needs, may be used by the County to fund general road maintenance work. The remaining portion of the LTF is credited as revenue directly to the Sutter County Road Fund budget unit (3-100).

Major Budget Changes

Other Charges

- (\$14,731) Decrease in Contribution to Other Agencies reflecting reduced revenue

Revenues

- (\$14,731) Decrease in Transportation Tax revenue

Recommended Budget

This budget unit is recommended at \$109,112, which is a decrease of \$14,731 (11.9%) compared to FY 2014-15. This budget unit does not receive any funding from the General Fund. Funding for this program comes from the County's share of the LTF and is used to fund unmet transit needs as required by State law.

Use of Fund Balance

This budget unit is within the General Fund.
The budget does not include the use of any
specific fund balance.

Development Services Department County Consolidated Street Lighting District (0-340)

Danelle Stylos, Director

EXECUTIVE SUMMARY					
DEPT HEAD: DANELLE STYLOS	UNIT: CO CONSOLIDATED ST LIGHT DIST		FUND: CO CONSOLIDATED ST LIGHT DIST		0340 0-340
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15
EXPENDITURES					
SERVICES AND SUPPLIES	34,064	27,734	38,460	40,960	6.5
OTHER CHARGES	3,229	344	13,598	3,573	73.7-
* GROSS BUDGET	37,293	28,078	52,058	44,533	14.5-
* NET BUDGET	37,293	28,078	52,058	44,533	14.5-
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASE IN OBLIGATED F/B	0	0	13,546	22,561	66.6
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	37,293	28,078	65,604	67,094	2.3
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	770	380	800	790	1.3-
GENERAL REVENUES	66,257	45,492	64,804	66,304	2.3
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	67,027	45,872	65,604	67,094	2.3
* UNREIMBURSED COSTS	29,734-	17,794-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Purpose

The County Consolidated Street Lighting District is responsible for the maintenance and operations of streetlights within the District.

The Development Services Department is responsible for the management of this budget unit and that portion of the District located in the unincorporated area. The City of Yuba City manages that portion of the District within the City limits and maintains its own budget unit for that purpose. The District continues as a single entity with the City and the County administering their respective areas of responsibility. The fund assets of the corporate District are the combination of the portions maintained by the City and the County.

Major Budget Changes

There are no major budget changes for FY 2015-16.

Program Discussion

The County Consolidated Street Lighting District consolidates over 40 smaller benefit areas and finances the maintenance and operation of streetlights within the unincorporated area of Sutter County. The County Consolidated Street Lighting District is supported by ad valorem property taxes (as opposed to benefit assessments) on properties within the district.

The City of Yuba City has responsibility for approximately 40% of the District geographic territory and provides for the

Development Services Department County Consolidated Street Lighting District (0-340)

Danelle Stylos, Director

operation and maintenance of those streetlights that now fall within the City limits. Current tax revenues are also apportioned to the City for the operations, maintenance, and improvements to these facilities.

At this time, the County portion of the District does not own any streetlights, but rather pays Pacific Gas and Electric to provide, maintain, and power the streetlights located in the District.

Recommended Budget

This budget is recommended at \$67,094, which is an increase of \$1,490 (2.3%) compared to FY 2014-15. This budget unit does not receive financing from the General Fund. The District receives its funding from ad valorem property taxes on properties within the district.

Use of Fund Balance

This fund contains a Restricted Fund Balance in the amount of \$1,309,525 as of July 1, 2014. It is estimated the Restricted Fund Balance will equal \$1,323,071 at July 1, 2015.

The FY 2015-16 Recommended Budget includes an increase to Restricted Fund Balance in the amount of \$22,561.

Development Services Department

Royo Ranchero Construction - Live Oak Canal (0-389)

Danelle Stylos, Director

EXECUTIVE SUMMARY					
DEPT HEAD: DANELLE STYLOS		UNIT: ROYO RANCHERO CNSTRCT-LO CANAL FUND: ROYO RANCHERO CNSTRCT-LO CANAL 0389 0-389			
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15
EXPENDITURES					
* GROSS BUDGET	0	0	0	0	.0
* NET BUDGET	0	0	0	0	.0
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASE IN OBLIGATED F/B	0	0	380	360	5.3-
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	0	0	380	360	5.3-
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	354	264	380	360	5.3-
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	354	264	380	360	5.3-
* UNREIMBURSED COSTS	354-	264-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Purpose

The primary purpose of this budget unit is to appropriate the interest revenue for the remaining balance in a construction fund related to Live Oak Canal improvements, as provided in a 1986 bond issuance. This budget unit is managed by the Development Services Department.

Major Budget Changes

There are no major budget changes for FY 2015-16.

Program Discussion

The Royo Ranchero - Live Oak Canal improvement project provided for the construction and acquisition of the necessary right-of-way of Royo Ranchero Drive northerly from Colusa Highway frontage road to Butte House Road.

Recommended Budget

There are no recommended expenses for FY 2015-16. Revenue from Interest earned is recommended at \$360.

Use of Fund Balance

The Royo Ranchero Construction-Live Oak Canal fund contains a Restricted Fund Balance in the amount of \$41,358 as of July 1, 2014. It is estimated that the Restricted Fund Balance will equal \$41,738 at July 1, 2015.

The FY 2015-16 Recommended Budget includes an increase in Obligated Fund Balance in the amount of \$360.

Development Services Department Royo Ranchero Construction (0-397)

Danelle Stylos, Director

EXECUTIVE SUMMARY					
DEPT HEAD: DANELLE STYLOS	UNIT: ROYO RANCHERO CONSTRUCTION		FUND: ROYO RANCHERO CONSTRUCTION		0397 0-397
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15
EXPENDITURES					
* GROSS BUDGET	0	0	0	0	.0
* NET BUDGET	0	0	0	0	.0
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASE IN OBLIGATED F/B	0	0	221	221	.0
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	0	0	221	221	.0
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	208	155	221	221	.0
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	208	155	221	221	.0
* UNREIMBURSED COSTS	208-	155-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Purpose

This budget was established to appropriate funds for improvements at Royo Ranchero Drive. Remaining funds are to be expensed for future improvements to Royo Ranchero Drive.

The Development Services Department prepares and manages this budget.

Major Budget Changes

There are no major budget changes for FY 2015-16.

Program Discussion

Royo Ranchero Drive is located within the City of Yuba City, bounded by Jefferson

Avenue to the north and Highway 20 to the south.

Recommended Budget

There are no recommended expenses for FY 2015-16. Revenue from Interest earned is recommended at \$221.

Use of Fund Balance

The Royo Ranchero Construction fund contains a Restricted Fund Balance in the amount of \$24,276 as of July 1, 2014. It is estimated the Restricted Fund Balance will be \$24,497 on July 1, 2015.

The FY 2015-16 Recommended Budget contains an increase in Obligated Fund Balance of \$221.

Development Services Department Urban Area Residential Street Lighting District (3-000)

Danelle Stylos, Director

EXECUTIVE SUMMARY					
DEPT HEAD: DANELLE STYLOS		UNIT: URBAN AREA RESIDENT ST LIGHTING FUND: URBAN AREA RESIDENT ST LIGHTING 3000 3-000			
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15
EXPENDITURES					
SERVICES AND SUPPLIES	14,348	12,926	18,264	19,640	7.5
OTHER CHARGES	2,381	9-	13,488	3,481	74.2-
* GROSS BUDGET	16,729	12,917	31,752	23,121	27.2-
INTRAFUND TRANSFERS	0	0	0	0	.0
* NET BUDGET	16,729	12,917	31,752	23,121	27.2-
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	16,729	12,917	31,752	23,121	27.2-
OTHER REVENUES					
USER PAY REVENUES	0	292	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	20,529	12,018	21,002	20,200	3.8-
CANCELLATION OF OBLIGATED F/B	0	0	10,750	2,921	72.8-
GENERAL REVENUES	0	0	0	0	.0
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	20,529	12,310	31,752	23,121	27.2-
* UNREIMBURSED COSTS	3,800-	607	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Purpose

The Urban Area Residential Street Lighting District is responsible for the operation and maintenance of streetlights within the District. The Development Services Department is responsible for the management of this budget unit and District.

maintenance of streetlights within the District serviced by Sutter County. The Urban Area Residential Street Lighting District is supported by benefit assessments that are applied to properties within the District. Assessment rates are capped, but may be adjusted within the cap if necessary within the provisions of Proposition 218.

Major Budget Changes

There are no major budget changes for FY 2015-16.

The District includes seven subdivisions: three in the community of Sutter, one west of George Washington Boulevard, one in the north Yuba City area, one in Century Park, and one near Bogue Road and Highway 99. At this time, the District does not own any streetlights, but rather pays Pacific Gas and Electric to provide, maintain, and power the streetlights located in the District.

Program Discussion

The Urban Area Residential Street Lighting District finances the operation and

Development Services Department Urban Area Residential Street Lighting District (3-000)

Danelle Stylos, Director

On-going expenses are for utilities, repairs, and staff administration. Staff expenses include efforts to incorporate lighting data into the County's Geographic Information System (GIS).

Recommended Budget

This budget is recommended at \$23,121, which is a decrease of \$8,630 (27.2%) compared to FY 2014-15. The General Fund does not provide any financing for this budget unit.

Use of Fund Balance

The Urban Area Residential Street Lighting District fund contains a Restricted Fund Balance in the amount of \$313,725 as of July 1, 2014. It is estimated the Restricted Fund Balance will be \$302,970 on July 1, 2015.

The FY 2015-16 Recommended Budget includes a cancellation of Restricted Fund Balance in the amount of \$2,921.

Development Services Department Water Resources (1-922)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: WATER RESOURCES		FUND: GENERAL		0001 1-922	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	448,757	194,835	528,681	247,955	53.1-	
SERVICES AND SUPPLIES	15,874	20,476	62,645	37,785	39.7-	
OTHER CHARGES	66,587	27,944	59,255	18,831	68.2-	
* GROSS BUDGET	531,218	243,255	650,581	304,571	53.2-	
INTRAFUND TRANSFERS	28,131	2,450	164,836	91,324	44.6-	
* NET BUDGET	559,349	245,705	815,417	395,895	51.4-	
OTHER REVENUES						
USER PAY REVENUES	535,345	77,628	383,018	151,015	60.6-	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
TOTAL OTHER REVENUES	535,345	77,628	383,018	151,015	60.6-	
* UNREIMBURSED COSTS	24,004	168,077	432,399	244,880	43.4-	
ALLOCATED POSITIONS	5.20	5.20	5.20	2.00	61.5-	

Purpose

Development Services staff plan and implement water resources programs such as ground water management, regional water/wastewater treatment, integrated regional water management, drainage, local grading oversight, and floodplain management in accordance with the provisions of Federal and State programs, laws, and regulations. The Road Maintenance Division performs maintenance of the Live Oak Canal for the Sutter County Water Agency (SWCA) and other publicly owned storm water storage and conveyance facilities in the unincorporated County area not within a drainage or reclamation District.

The ongoing activities of Water Resources are funded by the SCWA, SCWA Zones, Rio Ramaza Wastewater Fund, Waterworks District #1 (WWD1), and the General Fund.

The Water Resources budget unit is managed by the Development Services Department.

Major Budget Changes

Salaries & Benefits

- (\$36,852) Decrease related to the transfer of a portion of the Assistant Director of Development Services – Public Works position (0.2 FTE) to the Road Fund (3-100) budget unit
- (\$210,243) Decrease related to the transfer of one Public Works Maintenance Supervisor I (1.0 FTE) position and one Public Works Maintenance Worker II (1.0 FTE) position to the Road Fund (3-100) budget unit

Development Services Department Water Resources (1-922)

Danelle Stylos, Director

Service & Supplies

- (\$24,860) Decrease due to the transfer of road and drainage maintenance activities and related supplies costs to the Road Fund

Other Charges

- \$12,701 Increase for Interfund Misc. Non-Road charges reflecting Assistant Director of Development Services – Public Works time spent on Water Resources activities
- (\$42,012) Decrease due to the transfer of road and drainage maintenance activities and related vehicle costs to the Road Fund

Intrafund Transfers

- (\$141,805) Decrease in Intrafund Administration Services charges reflecting recalculated Development Services Administration costs, which previously included Engineering costs
- \$68,862 Increase in Intrafund Engineer charges reflecting staffing costs previously included in Development Services Administration charges

Revenues

- (\$30,000) Decrease in Interfund Road Ditch Work revenue related to the transfer of maintenance activities to the Road Fund

- (\$136,025) Decrease in Interfund Water Agencies revenue related to the transfer of maintenance activities to the Road Fund
- (\$61,228) Decrease in Contribution from Other Agencies (non-Interfund) revenue related to the transfer of road and drainage maintenance activities to the Road Fund

Program Discussion

The Water Resources budget unit contains two programs that provide services: Engineering (46) and Maintenance (47).

Engineering, Program 46, staff perform the following duties:

- Floodplain management
- Managing an urban area NPDES storm water permit
- Planning and coordinating drainage studies and improvements, including new development reviews
- Implementing the County's groundwater management plans
- Participating in integrated regional water management activities
- Coordinating selected flood control issues
- Water and Wastewater engineering for WWD#1 and Rio Ramaza

In support of the County's Community Rating System (CRS) program, the Engineering staff participates in and manages activities such as public outreach workshops, review of compliance documentation for new construction within floodplains and

Development Services Department Water Resources (1-922)

Danelle Stylos, Director

coordinating with the Federal Emergency Management Agency (FEMA) and the State Floodplain Coordinator.

Reduction of arsenic in the drinking water provided by WWD1 in the town of Robbins is required by new Federal Standards. In FY 2012-13, Water Resources staff have spent considerable time executing a grant for the Robbins Arsenic Remediation Feasibility Study. Once the Feasibility study is complete in the Fall of 2015, future efforts will be concentrated on obtaining a construction grant for the new well and treatment plant.

Many critical projects, some of which are funded by non-General Fund sources, require management by a licensed engineer. These projects include:

- Sutter Community Drainage
- Bridge/culvert crossing engineering
- Consolidation of Benefit Zones
- Sutter Pointe water/wastewater development
- National Pollution Discharge Elimination System (NPDES) Permit activity
- Yuba City Drainage Basin Study
- West Yuba City Drainage Plan
- Groundwater Sustainability planning
- SB5 Flood Protection (200 year) planning

Recommended Budget

This budget unit is recommended at \$395,895, which is a decrease of \$419,522 (51.4%) compared to FY 2014-15.

Recommended salaries and benefits have been reduced by \$210,243 to reflect the

recommended transfer of one Public Works Maintenance Worker II position and one Public Works Maintenance Supervisor I position from the Water Resources budget to the Road Fund (3-100) budget unit.

Salaries and benefits also reflects a reduction of \$36,852 due to the recommended transfer of a portion of the Assistant Director of Development Services – Public Works (0.2 FTE) position to the Road Fund (3-100) budget unit.

It is also recommended that one vacant and unfunded Public Works Equipment Operator position be permanently eliminated from the Water Resources position allocation schedule.

Approximately 80% of the funding for services provided under the Water Resources Engineering program is provided by the General Fund. The remainder is provided primarily through reimbursements from special districts that receive services from Water Resources staff.

The Water Resources division is currently managing active contracts for specialized water and drainage related projects. The projects are funded through the Professional and Specialized Services account. That account is currently recommended at \$15,000 for FY 2015-16. It may be necessary for staff to return to your Board during FY 2015-16 to request additional funds, or to request a re-budget of current contract funds, if these projects are not completed by June 30, 2015.

It is likely that the division will return to your Board during FY 2015-16 to request additional funding to support new contracts related to these on-going project.

Development Services Department Flood Control (1-923)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: FLOOD CONTROL		FUND: GENERAL		0001 1-923	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
SERVICES AND SUPPLIES	25,965	23,759	178,200	28,500	84.0-	
* GROSS BUDGET	25,965	23,759	178,200	28,500	84.0-	
INTRAFUND TRANSFERS	0	0	0	0	.0	
* NET BUDGET	25,965	23,759	178,200	28,500	84.0-	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	148,000	0	100.0-	
TOTAL OTHER REVENUES	0	0	148,000	0	100.0-	
* UNREIMBURSED COSTS	25,965	23,759	30,200	28,500	5.6-	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Purpose

The primary function of this budget unit is to appropriate the funding to support flood control efforts in Sutter County. The majority of expenditures in this unit are to support the Sutter-Butte Flood Control Agency (SBFCA) and to provide payments to support activities for Federal advocacy efforts to obtain funding for levee and flood control improvements.

Major Budget Changes

Services & Supplies

- (\$148,000) Decrease in Special Departmental Expenses (Flood) reflecting FY 2014-15 funding for the United States Army Corps of Engineers Feasibility Study, completed in FY 2014-15

Revenues

- (148,000) Decrease in estimated State Grant reflecting FY 2014-15 funding for the United States Army Corps of Engineers Feasibility Study, completed in FY 2014-15

Program Discussion

This budget unit serves as a mechanism to provide reimbursement to SBFCA for Sutter Basin Feasibility Study activities initiated in 2000 by the United States Army Corps of Engineers, and recently completed.

SBFCA was formed by the Sutter-Butte Joint Exercise of Powers Agreement (JPA) for the purpose of jointly exercising the powers of its members to provide flood control and protection. In December 2007, Sutter County, Sutter County Water Agency, Butte County, City of Yuba City, City of Live Oak, City of Biggs, City of Gridley, Levee District 1, and Levee District 9 signed

a JPA establishing SBFCA. The members agreed to have the power and authorization to control and conserve waters for the protection of life and property that would or could be damaged by inundation caused by still or flowing water. This budget unit supports SBFCA by allocating State proposition monies to SBFCA.

The United States Army Corps of Engineers Sutter Basin Feasibility Study was initiated in 2000. The local share of this project is currently estimated to be \$2.8 million, of which \$2.05 million will be met using a Proposition 13 grant. Proposition 13 in this context is the Safe Drinking Water, Clean Water, Watershed Protection and Flood Protection Act of 2000. The FY 2014-15 Proposition 13 funding contribution is estimated at \$407,203. These funds are received by the County and are passed through (reimbursed) to SBFCA to fund the feasibility study. This is the final financial action supporting the completed study.

This budget unit also appropriates funding, \$28,000, for costs incurred by Federal

representatives that are actively advocating for funding for levee improvements and flood control related projects in Sutter County.

Recommended Budget

This budget is recommended at \$28,500, which is a decrease of \$149,700 compared to FY 2014-15. The General Fund provides 100% of the financing for this budget unit.

Use of Fund Balance

The General Fund contains a Fund Balance Committed for Flood Control. The balance of this account is estimated to be \$1,388,000 as of the end of July 1, 2014. The recommended budget for FY 2014-15 did not include an increase to this Committed Fund Balance.

The recommended budget for FY 2015-16 does not include an increase to this Committed Fund Balance account.

Development Services Department Sutter County Water Agency (0-320)

Danelle Stylos, Director

EXECUTIVE SUMMARY					
DEPT HEAD: DANELLE STYLOS	UNIT: SUTTER COUNTY WATER AGENCY	FUND: SUTTER COUNTY WATER AGENCY	0320 0-320		
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15
EXPENDITURES					
SERVICES AND SUPPLIES	13,096	23	0	0	.0
OTHER CHARGES	208,013	75,405	126,035	126,068	.0
* GROSS BUDGET	221,109	75,428	126,035	126,068	.0
* NET BUDGET	221,109	75,428	126,035	126,068	.0
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASE IN OBLIGATED F/B	0	0	11,315	11,282	.3-
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	221,109	75,428	137,350	137,350	.0
OTHER REVENUES					
USER PAY REVENUES	94,760	1,979	2,000	2,000	.0
GOVERNMENTAL REVENUES	1,859	893	1,800	1,800	.0
GENERAL REVENUES	129,174	84,761	133,550	133,550	.0
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	225,793	87,633	137,350	137,350	.0
* UNREIMBURSED COSTS	4,684-	12,205-	0	0	.0

Purpose

The Sutter County Water Agency (SCWA) was created by the Sutter County Water Agency Act of the California State Legislature, as described in Chapter 86 of the California State Water Code and is managed by the Development Services Department.

The Agency boundary encompasses all territory lying within the exterior boundaries of the County of Sutter and is governed by a Board of Directors. The Board of Supervisors of the County is the ex-officio Board of Directors of the Agency.

The SCWA has the power to:

- Control drainage waters within the agency

- Control flood and storm waters, and divert and transport such waters for beneficial uses
- Save or conserve in any manner all or any such waters
- Reduce the waste of water
- Protect the watercourses, watersheds, public highways, and life and property within the agency from damage created by any such drainage or flood and storm waters

Major Budget Changes

There are no major budget changes in FY 2015-16.

Program Discussion

The major source of revenue for the SCWA is Countywide ad valorem tax revenues for the

general functions of the SCWA. Since 1975, the SCWA has also created and administered drainage Zones of Benefit for specific areas within the County.

Zones 2, 4-8, and 11-13 provide for the collection of development fees and construction of capital improvements to accommodate existing and future storm water runoff, particularly that created by new development. These have separate funds for accruing drainage connection/development fee revenues and expensing capital improvements.

Zones 4-9 have maintenance assessments for the operations and maintenance of drainage structures and facilities benefitting those zones. Zone 9 has a separate fund, Fund 0-331. Zones' 4-8 maintenance assessments are deposited directly into the Live Oak Canal Operations and Maintenance Fund (0-321), for maintenance of its tributaries and appurtenances.

The SCWA currently has no assigned staff and its functions are performed by County staff expensed in the Water Resources (1-922) budget unit. Personnel, supplies, and equipment costs for the engineering staff performing water resources management and floodplain management tasks are funded within the Water Resources budget unit and

charged to this budget unit through the Interfund Water Resources account.

With the creation of the Live Oak Canal Operations and Maintenance Fund for FY 2014-15, the maintenance revenues and expenses for the Live Oak Canal no longer pass through this fund.

Recommended Budget

This budget is recommended at \$137,350 which is unchanged compared to FY 2014-15.

This budget contains routine maintenance in the zones, no projects. Maintenance budgeted at expected revenues. This budget unit does not receive any funding from the General Fund.

Use of Fund Balance

The Sutter County Water Agency fund contains a Restricted Fund Balance in the amount of \$131,681 as of July 1, 2014. It is estimated the Restricted Fund Balance will equal \$142,971 at July 1, 2015.

The FY 2015-16 Recommended Budget includes an Increase in Obligated Fund Balance of \$11,282.

Development Services Department Live Oak Canal Operations Fund (0-321)

Danelle Stylos, Director

EXECUTIVE SUMMARY					
DEPT HEAD: DANELLE STYLOS		UNIT: LO CANAL OPERATIONS & MAINTENC FUND: LO CANAL OPERATIONS & MAINTENC 0321 0-321			
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15
EXPENDITURES					
SERVICES AND SUPPLIES	0	2,256	0	0	.0
OTHER CHARGES	100,518	159	114,025	114,025	.0
* GROSS BUDGET	100,518	2,415	114,025	114,025	.0
* NET BUDGET	100,518	2,415	114,025	114,025	.0
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASE IN OBLIGATED F/B	0	0	950	3,100	226.3
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	100,518	2,415	114,975	117,125	1.9
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	116,486	68,133	114,975	117,125	1.9
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	116,486	68,133	114,975	117,125	1.9
* UNREIMBURSED COSTS	15,968-	65,718-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Purpose

Maintenance of the Live Oak Canal is the responsibility of the Sutter County Water Agency (SCWA) and is managed by the Development Services Department.

The canal drains the west Yuba City area into the State drain on the eastside of the Sutter Bypass. The canal was constructed by the SCWA and zones with maintenance tax assessments formed to fund the operations and maintenance of the canal.

The Live Oak Canal Operations Fund was established by resolution of the Sutter County Water Agency (SCWA) in March 2013. This separate fund was created for the operations and maintenance of the Live Oak Canal, its open channel tributaries and appurtenances. Tax assessment revenues for

operations and maintenance are collected and deposited directly into this fund.

The use of this fund separates the operations and maintenance funds from capital funds derived from drainage connection, or impact fees, collected for new development impacts, which will remain in each individual zone fund. The operations and maintenance assessments can then be transferred as needed to the Water Resource 1922 fund in support maintenance activities along the Live Oak Canal.

The major source of revenue for the fund is the deposit of tax assessment revenues. Currently assessments are levied for SCWA Benefit Zones 4 through 8.

Major Budget Changes

There are no major budget changes in FY 2015-16.

Program Discussion

The Live Oak Canal Operations fund currently has no assigned staff and its functions are performed by County positions allocated in the Road Fund (3-100) and Water Resources (1-922) budget units. Personnel, supplies, and equipment costs for the operation and maintenance tasks are funded within the Road Fund budget unit (3-100) and charged to this budget unit through an Interfund account.

Capital improvements for new development impacts are funded within each water agency zone capital budget unit and are not part of this fund.

Recommended Budget

This budget is recommended at \$117,125, which is an increase of \$2,150 (1.9%) compared to FY 2014-15. This budget unit does not receive any funding from the General Fund. All funding is provided through tax assessments.

Use of Fund Balance

The Live Oak Canal Operations fund contains a Restricted Fund Balance in the amount of \$15,969 as of July 1, 2014. It is estimated the Restricted Fund Balance will equal \$16,919 at July 1, 2015.

The FY 2015-16 Recommended Budget includes an Increase in Obligated Fund Balance of \$3,100.

Development Services Department Sutter County Water Agency Zone 2 (0-324), Zone 11 (0-332), Zone 12 (0-333), Zone 13 (0-334)

Danelle Stylos, Director

**** INDIVIDUAL ZONE BUDGETS FOLLOW NARRATIVE ****

Purpose

Sutter County Water Agency (SCWA) Zones 2, 11, 12 & 13 were created to provide the mechanism needed to collect funds from properties within the respective Zones to reimburse the SCWA and local developers for new development drainage capital improvement projects benefitting properties within the Zones. These Zones are managed by the Development Services Department.

Major Budget Changes

There are no major budget changes for FY 2015-16.

Program Discussion

Zone 2 was created on May 27, 1980 under SCWA Resolution 80-3 WA with fees established under Ordinance 2 WA for capital improvements; the construction of a storm drain lateral in Franklin Road. External reimbursement agreements have been satisfied and there are no outstanding liabilities of the SCWA for this Zone. Planned improvements are complete. Most of the area within the zone has been developed and staff is reviewing the needs of the Zone for future disposition.

Zone 11 was created on December 4, 1990 under SCWA Resolution 90-5 WA with fees established under Ordinance 12 WA (as amended by SCWA Ordinance 16 WA) for capital improvements; the construction of a storm drain main in Walton and Smith Roads and upsized lines in the Sanborn Estates

and Cypress Subdivisions. The final reimbursement agreement was paid in full during FY 2011-12. Planned improvements are complete.

Zone 12 was created on October 30, 1990 under SCWA Resolution 90-3 WA with fees established under Ordinance 13 WA (as amended by SCWA Ordinance 17 WA) for capital improvements; the construction of storm drain laterals in McKinley and Hooper Roads. The reimbursement agreement with Butte House Development, Inc. has not yet expired. Planned improvements are complete. No new development is expected this fiscal year. This agreement will expire March 25, 2017.

Zone 13 was created on February 18, 1992 under SCWA Resolution 92-2 WA (as amended by SCWA Ordinance 15 WA) for capital improvements; the construction of storm drainage facilities. The facilities have been completed and have no other obligations. Most of the area within the zone has been developed and staff is reviewing the needs of the Zone for future disposition.

These budget units are financed by drainage connection/capital impact fees that are collected as development occurs. Funds are used for capital improvements within the zone. No annual maintenance assessment fees are levied within these zones.

Recommended Budget

There are no recommended Professional and Specialized services costs for FY 2015-16, as there are no major projects anticipated for

Development Services Department Sutter County Water Agency Zone 2 (0-324), Zone 11 (0-332), Zone 12 (0-333), Zone 13 (0-334)

Danelle Stylos, Director

these zones. These budget units have minimal Interfund costs recommended for FY 2015-16.

Revenue from Interest earned is recommended as follows:

- Zone 2 (0-324): \$220
- Zone 11 (0-332): \$1,000
- Zone 12 (0-333): \$20
- Zone 13 (0-334): \$620

These budget units do not receive any funding from the General Fund. All funding is provided through charges, fees, and interest income.

Use of Fund Balance

Each of the zone budget units contains a Restricted Fund Balance with the following July 1, 2014 Fund Balances and projected July 1, 2015 Fund Balances:

- Zone 2 (0-324)
 - Current \$27,505
 - Projected \$27,753
- Zone 11 (0-332)
 - Current \$123,329
 - Projected \$124,429
- Zone 12 (0-333)
 - Current \$2,369
 - Projected \$2,389
- Zone 13 (0-334)
 - Current \$74,497
 - Projected \$75,175

The FY 2015-16 Recommended Budget includes the following increases in Obligated Fund Balances:

- Zone 2 (0-324)
 - Increase \$219
- Zone 11 (0-332)
 - Increase \$999
- Zone 12 (0-333)
 - Increase \$19
 -
- Zone 13 (0-334)
 - Increase \$619

**Development Services Department
Sutter County Water Agency Zone 2 (0-324), Zone 11 (0-332),
Zone 12 (0-333), Zone 13 (0-334)**

Danelle Stylos, Director

E X E C U T I V E S U M M A R Y						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #2	FUND: COUNTY WATER ZONE #2	0324 0-324			
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
OTHER CHARGES	1	2	1	1	.0	
* GROSS BUDGET	1	2	1	1	.0	
* NET BUDGET	1	2	1	1	.0	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASE IN OBLIGATED F/B	0	0	249	219	12.0-	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	1	2	250	220	12.0-	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	236	176	250	220	12.0-	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	236	176	250	220	12.0-	
* UNREIMBURSED COSTS	235-	174-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

**Development Services Department
Sutter County Water Agency Zone 2 (0-324), Zone 11 (0-332),
Zone 12 (0-333), Zone 13 (0-334)**

Danelle Stylos, Director

E X E C U T I V E S U M M A R Y					
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #11	FUND: COUNTY WATER ZONE #11	0332	0-332	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15
EXPENDITURES					
OTHER CHARGES	1	2	49	1	98.0-
* GROSS BUDGET	1	2	49	1	98.0-
* NET BUDGET	1	2	49	1	98.0-
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASE IN OBLIGATED F/B	0	0	1,101	999	9.3-
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	1	2	1,150	1,000	13.0-
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	1,057	787	1,150	1,000	13.0-
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	1,057	787	1,150	1,000	13.0-
* UNREIMBURSED COSTS	1,056-	785-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

**Development Services Department
Sutter County Water Agency Zone 2 (0-324), Zone 11 (0-332),
Zone 12 (0-333), Zone 13 (0-334)**

Danelle Stylos, Director

E X E C U T I V E S U M M A R Y						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #12	FUND: COUNTY WATER ZONE #12			0333 0-333	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
OTHER CHARGES	1	2	1	1	.0	
* GROSS BUDGET	1	2	1	1	.0	
* NET BUDGET	1	2	1	1	.0	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASE IN OBLIGATED F/B	0	0	21	19	9.5-	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	1	2	22	20	9.1-	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	20	15	22	20	9.1-	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	20	15	22	20	9.1-	
* UNREIMBURSED COSTS	19-	13-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

**Development Services Department
Sutter County Water Agency Zone 2 (0-324), Zone 11 (0-332),
Zone 12 (0-333), Zone 13 (0-334)**

Danelle Stylos, Director

E X E C U T I V E S U M M A R Y						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #13	FUND: COUNTY WATER ZONE #13	0334 0-334			
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
OTHER CHARGES	1	2	1	1	.0	
* GROSS BUDGET	1	2	1	1	.0	
* NET BUDGET	1	2	1	1	.0	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASE IN OBLIGATED F/B	0	0	679	619	8.8-	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	1	2	680	620	8.8-	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	638	476	680	620	8.8-	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	638	476	680	620	8.8-	
* UNREIMBURSED COSTS	637-	474-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Sutter County Water Agency Zone 4-13 (0-326 - 0-334) and El Cerrito Drainage Zone (0-390)

**** INDIVIDUAL ZONE BUDGETS FOLLOW NARRATIVE ****

Purpose

Sutter County Water Agency (SCWA) Zones 4 through 8 were created to construct and maintain drainage structures to support new development on the West Side of Yuba City and are managed by the Development Services Department.

Beginning in FY 2013-14, these budget units only accrue the revenues derived from drainage connection/impact fees and expense for the construction of improvements planned for each zone. A separate budget unit, the Live Oak Canal Operations Fund (0-321) is used to consolidate the benefit assessment revenues for the five zones and expense the costs for operating and maintaining the Live Oak Canal and its appurtenances that benefit all five zones.

Zone 4 was created on April 13, 1982 under SCWA Resolution 82-3 WA with fees established under Ordinance 4 WA (as amended by SCWA Ordinance 14 WA and Ordinance 19WA) for capital improvements; enlarging all culvert crossings of the Live Oak Canal from Butte House Road to Franklin Road and enlarging the canal from Pease Road to Franklin Road. Some enlargement of the canal has occurred over the years and replacement of the pipe under Hwy 20 has been completed.

Zone 5 was created on May 1, 1984 under SCWA Resolution 84-2 WA with fees established under Ordinance 7 WA for capital improvements; enlarging all culvert crossings of the Live Oak Canal and the canal itself from Pease Road to Franklin Road. Some

enlargement of the canal has occurred over the years and replacement of the pipe under Highway 20 has been completed.

Zone 6 was created on November 4, 1986 under SCWA Resolution 86-1 WA with fees established under Ordinance 8 WA (as amended by SCWA Ordinance 21 WA and Ordinance 8 WA) for capital improvements; enlarging all culvert crossings of the Live Oak Canal from Butte House Road to Franklin Road and enlarging the canal from Pease Road to Franklin Road. Some enlargement of the canal has occurred over the years and replacement of the pipe under Hwy 20 has been completed. On August 14, 2001, a reimbursement agreement was entered into with Harter Packing and The Home Depot for the construction of a main pipeline and canal along the Union Pacific Railroad (UPRR) right of way from the Harter Packing property to the Live Oak Canal. Sunset date on the reimbursement agreement is August 14, 2021.

Zone 7 was created on April 21, 1987 under SCWA Resolution 87-2 WA with fees established under Ordinance 9 WA for capital improvements; enlarging all culvert crossings of the Live Oak Canal and the canal itself south of Zone 7. Some enlargement of the canal has occurred over the years and replacement of the pipe under Highway 20 has been completed.

Zone 8 was created on September 12, 1989 under SCWA Resolution 89-3 WA (as amended by Resolution 02-001 WA) with fees established under Ordinance 10 WA (as amended by SCWA Ordinance 22 WA) for capital improvements; enlarging all culvert

Development Services Department Sutter County Water Agency Zones 4 - 8 (0-326 - 0-330)

Danelle Stylos, Director

crossings of the Live Oak Canal and the canal itself south of Zone 8, construction of 6,200 feet main pipeline along the south side of Franklin Road from the Live Oak Canal to El Margarita Road and extending north 2,140 feet along El Margarita Road. On July 25, 2005 a reimbursement agreement was entered into with Yuba City Unified School District for the construction of an oversized pipeline to provide capacity for the northern 225 acres of the zone. Sunset date on the agreement is July 26, 2035.

The Water Zone budgets are managed by the Water Resources Division of the Development Services Department.

Major Budget Changes

Services & Supplies

- (\$31,000) Decrease in Professional Services for Zones 4 through 8 due to no projects planned for FY 2015-16.

Other Charges

- (\$9,300) Decrease in Interfund Charges for Zones 4 through 8 due to no projects planned for FY 2015-16.

Program Discussion

These funds are used primarily for capital improvements consistent with the project list in the engineer reports for each zone. Some projects benefit multiple zones. Revenues for each Zone of Benefit budget unit are collected from one-time fees for drainage connections as new homes and commercial structures are

built. One-time revenues are reserved for designated upgrades and improvements to the system.

Recommended Budget

There are no recommended Professional and Specialized services costs for FY 2015-16, as there are no major projects anticipated for these zones. These budget units have minimal Interfund costs recommended for FY 2015-16.

Revenue from Interest earned is recommended as follows:

- Zone 4 (0-326) \$2,200
- Zone 5 (0-327) \$5,000
- Zone 6 (0-328) \$4,633
- Zone 7 (0-329) \$2,150
- Zone 8 (0-330) \$180

These budget units do not receive any funding from the General Fund. Assessments within the Zones of Benefit are reviewed and adjusted annually.

Use of Fund Balance

Each of the zone budget units contains a Restricted Fund Balance with the following July 1, 2014 Fund Balance and projected July 1, 2015 Fund Balances:

- Zone 4 (0-326)
 - Current \$291,778
 - Projected \$282,797
- Zone 5 (0-327)
 - Current \$694,145
 - Projected \$695,653

Development Services Department Sutter County Water Agency Zones 4 - 8 (0-326 - 0-330)

Danelle Stylos, Director

- Zone 6 (0-328)
 - Current \$541,433
 - Projected \$585,343

- Zone 7 (0-329)
 - Current \$216,243
 - Projected \$210,137

- Zone 8 (0-330)
 - Current \$18,609
 - Projected \$6,451

The FY 2015-16 Recommended Budget includes the following increases in Obligated Fund Balances:

- Zone 4 (0-326)
 - Increase \$2,147

- Zone 5 (0-327)
 - Increase \$4,988

- Zone 6 (0-328)
 - Increase \$4,575

- Zone 7 (0-329)
 - Increase \$2,624

- Zone 8 (0-330)
 - Increase \$153

Development Services Department Sutter County Water Agency Zones 4 - 8 (0-326 - 0-330)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #4	FUND: COUNTY WATER ZONE #4			0326 0-326	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
SERVICES AND SUPPLIES	349	0	6,768	0	100.0-	
OTHER CHARGES	18,735	33	4,412	53	98.8-	
CAPITAL ASSETS	504	0	0	0	.0	
* GROSS BUDGET	19,588	33	11,180	53	99.5-	
* NET BUDGET	19,588	33	11,180	53	99.5-	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASE IN OBLIGATED F/B	0	0	0	2,147	***	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	19,588	33	11,180	2,200	80.3-	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	2,665	1,863	2,205	2,200	.2-	
CANCELLATION OF OBLIGATED F/B	0	0	8,975	0	100.0-	
GENERAL REVENUES	0	0	0	0	.0	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	2,665	1,863	11,180	2,200	80.3-	
* UNREIMBURSED COSTS	16,923	1,830-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Development Services Department Sutter County Water Agency Zones 4 - 8 (0-326 - 0-330)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #5	FUND: COUNTY WATER ZONE #5			0327 0-327	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
SERVICES AND SUPPLIES	349	0	1,505	0	100.0-	
OTHER CHARGES	6	7	1,984	12	99.4-	
* GROSS BUDGET	355	7	3,489	12	99.7-	
* NET BUDGET	355	7	3,489	12	99.7-	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASE IN OBLIGATED F/B	0	0	1,511	4,988	230.1	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	355	7	5,000	5,000	.0	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	5,951	4,431	5,000	5,000	.0	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	5,951	4,431	5,000	5,000	.0	
* UNREIMBURSED COSTS	5,596-	4,424-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Development Services Department

Danelle Stylos, Director

Sutter County Water Agency Zones 4 - 8 (0-326 - 0-330)

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #6	FUND: COUNTY WATER ZONE #6			0328 0-328	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
SERVICES AND SUPPLIES	349	0	4,150	0	100.0-	
OTHER CHARGES	18,796	5	538	58	89.2-	
* GROSS BUDGET	19,145	5	4,688	58	98.8-	
* NET BUDGET	19,145	5	4,688	58	98.8-	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASE IN OBLIGATED F/B	0	0	43,912	4,575	89.6-	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	19,145	5	48,600	4,633	90.5-	
OTHER REVENUES						
USER PAY REVENUES	42,892	11,673	44,000	0	100.0-	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	4,477	3,528	4,600	4,633	.7	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	47,369	15,201	48,600	4,633	90.5-	
* UNREIMBURSED COSTS	28,224-	15,196-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Development Services Department Sutter County Water Agency Zones 4 - 8 (0-326 - 0-330)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #7	FUND: COUNTY WATER ZONE #7			0329 0-329	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
SERVICES AND SUPPLIES	349	0	7,685	0	100.0-	
OTHER CHARGES	16,734	10	1,072	26	97.6-	
CAPITAL ASSETS	2,132	0	0	0	.0	
* GROSS BUDGET	19,215	10	8,757	26	99.7-	
* NET BUDGET	19,215	10	8,757	26	99.7-	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASE IN OBLIGATED F/B	0	0	0	2,624	***	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	19,215	10	8,757	2,650	69.7-	
OTHER REVENUES						
USER PAY REVENUES	0	1,364	500	500	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	2,005	1,387	2,150	2,150	.0	
CANCELLATION OF OBLIGATED F/B	0	0	6,107	0	100.0-	
GENERAL REVENUES	0	0	0	0	.0	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	2,005	2,751	8,757	2,650	69.7-	
* UNREIMBURSED COSTS	17,210	2,741-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Development Services Department Sutter County Water Agency Zones 4 - 8 (0-326 - 0-330)

Danelle Stylos, Director

EXECUTIVE SUMMARY					
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #8	FUND: COUNTY WATER ZONE #8		0330 0-330	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15
EXPENDITURES					
SERVICES AND SUPPLIES	349	0	10,892	0	100.0-
OTHER CHARGES	6,230	31	1,445	27	98.1-
* GROSS BUDGET	6,579	31	12,337	27	99.8-
* NET BUDGET	6,579	31	12,337	27	99.8-
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASE IN OBLIGATED F/B	0	0	0	153	***
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	6,579	31	12,337	180	98.5-
OTHER REVENUES					
USER PAY REVENUES	4,067	2,341	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	227	180	180	180	.0
CANCELLATION OF OBLIGATED F/B	0	0	12,157	0	100.0-
GENERAL REVENUES	0	0	0	0	.0
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	4,294	2,521	12,337	180	98.5-
* UNREIMBURSED COSTS	2,285	2,490-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

**Development Services Department
Sutter County Water Agency Zone 9 (0-331)**

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #9		FUND: COUNTY WATER ZONE #9		0331 0-331	
	ACTUAL EXPENDITURE 2013-14	ACTUAL EXPENDITURE 4-30-15	ADOPTED BUDGET 2014-15	CAO RECOMMEND 2015-16	% CHANGE OVER 2014-15	
EXPENDITURES						
OTHER CHARGES	2,256	4	1,562	753	51.8-	
* GROSS BUDGET	2,256	4	1,562	753	51.8-	
* NET BUDGET	2,256	4	1,562	753	51.8-	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASE IN OBLIGATED F/B	0	0	3,998	4,807	20.2	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	2,256	4	5,560	5,560	.0	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	5,416	3,047	5,560	5,560	.0	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	5,416	3,047	5,560	5,560	.0	
* UNREIMBURSED COSTS	3,160-	3,043-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Purpose

Zone 9 was created on November 20, 1990 under SCWA Resolution 90-4 WA with an annual property tax assessment established under Ordinance 11-WA for operations and maintenance; the repair, maintenance, and administration of drainage facilities and structures that accommodate the storm water runoff from the Zone. The revenues pay for the costs to operate a collection system in the Zone, a detention/retention basin, and storm response to drainage problems.

SCWA Zone 9 is managed by the Water Resources Division of the Development Services Department.

No connection/capital impact fees are collected within the Zone.

Major Budget Changes

There are no major budget changes for FY 2015-16.

Program Discussion

Sutter County Water Agency (SCWA) Zone 9 was created to provide a mechanism to collect funds from properties to pay for operations and maintenance of the drainage system serving properties within the Zone.

This budget unit is financed by annual drainage maintenance assessment fees levied within this Zone. Although this pre-Proposition 218 assessment has an adjustment for inflation authorized, the adjustment was not made in recent years as decided by the SCWA Board of Directors, so the current

Development Services Department Sutter County Water Agency Zone 9 (0-331)

Danelle Stylos, Director

assessment is less than the maximum assessment allowed by law.

Revenues for the Zone of Benefit are collected from property assessments on the lots within the Zone of Benefit. Operations and maintenance for the zone is performed by Sutter County staff. Starting in FY 2010-11, per direction of the SCWA Board of Directors, this budget unit is directly charged for services as operations and maintenance services are provided.

Recommended Budget

This budget is recommended at \$753, which is a decrease of \$809 from FY 2014-15. This budget unit does not receive any funding from the General Fund.

Use of Fund Balance

Sutter County Water Agency (SCWA) Zone 9 fund contains a Restricted Fund Balance in the amount of \$20,525 as of July 1, 2014. It is estimated the Committed Fund Balance will equal \$24,521 at July 1, 2015.

The FY 2015-16 Recommended Budget includes an increase in Obligated Fund Balance in the amount of \$4,807.

Purpose

The Sutter County Waterworks District No. 1 (District) is responsible for providing water and wastewater service to the community of Robbins. The water system currently operates one active ground water well, one backup ground water well, and one storage tank that provides the Community's residents with potable water. The water system supplies, on average, 41 million gallons of water per year. The wastewater system servicing the community is comprised of a Septic Tank Effluent Pumping (STEP) system, pressurized collection lines, and a biological filter treatment plant. The wastewater system treats, on average, 8.2 million gallons of wastewater per year.

The original water system in the community of Robbins was designed, installed, and maintained by the Sutter Basin Corporation, the company that created the subdivision of Robbins. Wastewater was disposed of using private septic systems. At the request of the Sutter Basin Corporation, the Sutter County Waterworks District No. 1 was formed in 1986 for the purpose of upgrading water service infrastructure. In 1998, due to the inability of the septic services to properly operate in a high ground water environment, the District expanded its services to include sewer service.

The District is a separate, but dependent, district and the Sutter County Board of Supervisors sits as the ex-officio Board of Directors of the District.

This budget is prepared and administered by the Water Resources Division of the Development Services Department. This budget unit operates as a separate fund and

reflects the cost of operating and maintaining the water system and wastewater system at the Town of Robbins.

Major Budget Changes

There are no major budget changes for FY 2015-16.

Program Discussion

The District provides resources to operate and maintain a public potable water system and a public wastewater system. The budget unit is divided into two programs: 4400-01 Water Service and 4400-02 Wastewater Service.

The Water Service Program (01) provides potable water service to a possible 94 connections; operating and maintaining a water treatment system with a water well; a green sand filtration system for iron and manganese; and a water distribution system to individual parcels. The water system is a public water system (CA 100107) and operates under the regulatory oversight of the California Regional Water Quality Control Board, Division of Drinking Water (DDW), System ID #5100107.

The Wastewater Service Program (02) provides wastewater service to a possible 94 connections, with on-site septic tank primary treatment; pressurized collection mains; and decant water secondary treatment plant with evaporation pond disposal of final treated effluent. The collection system and plant operate under the California Central Valley Regional Water Quality Control Board Waste Discharge Requirements Order #96-137.

Development Services Department *Waterworks District No. 1 Board of Directors* Waterworks District #1 (4-400)

The Sutter County Development Services and General Services Departments provide State certified personnel to manage and operate the water and wastewater systems. Those costs are charged to the District.

Recommended Budget

The FY 2015-16 budget for Waterworks District No. 1 totals \$218,408 for the water system (01) and \$263,670 for the Wastewater Service (02). The budget reflects the total expenditures associated with Operations & Maintenance, Structure Improvements/Capital Expenses, and Depreciation Expense.

The majority of the District's expenses are associated with maintenance and operations. This category includes supplies and materials, electricity, chemicals, professional services, monitoring, state permits, repair and maintenance expenses, staff expenses for the operator and engineering support staff, and other costs associated with operating the water system. There are also administrative costs incurred by the District, such as costs associated with performing utility billing services and accounting for the District.

The District is under a Compliance Order for arsenic exceedance in the water service program. In order to comply with the order, the District needs to update the water treatment plant. The FY 2012-13, FY 2013-14, and FY 2014-15 budgets that were approved by the District's Board of Directors included expenses associated with an arsenic remediation feasibility study associated with the design of a new water treatment plant incorporating arsenic removal technologies. The Consultant Agreement, which includes design recommendations, will expire September 2015. The major budget

changes include the change of the daily maintenance and operation staff transferring from the Development Services Department to the General Services Department (this transfer occurred in FY 2014-15). The recommended increase in revenues is based on all current active connections paying their monthly dues timely as Administrative staff has been working diligently this past year to keep the utility billings current.

In January 2013, a new wastewater fee of \$73.50 per Equivalent Dwelling Unit (EDU) was adopted by the District Board of Directors in an effort to cover the actual ongoing operations and maintenance costs associated with operating the wastewater services for the District. The new wastewater fee went into effect on July 1, 2013. In November 2013, a new monthly water fee of \$70.00 per EDU for water service was adopted by the District's Board of Directors. The new water fee went into effect on January 1, 2014.

Approved services rates do not generate enough operating revenue to cover the non-cash Depreciation Expense of \$126,069 for the wastewater system, or the Depreciation Expense of \$34,452 for the water system. Historically, the replacement costs for infrastructure have been provided by State grants.

Policy Issue to Consider in FY 2015-16

The District fund has operated at a deficit for the past decade. The Development Services Department has been analyzing the fund, in consultation with the Auditor-Controller's Office. Department staff will continue to evaluate the Robbins water and wastewater budget and funding structure to determine whether the current service rates are adequate

Development Services Department *Waterworks District No. 1 Board of Directors* Waterworks District #1 (4-400)

to meet on-going operations and maintenance requirements. It is anticipated that within the next nine months, Department staff will develop a set of recommendations to resolve the current negative fund balance and on-going deficit in the District fund. It is expected that recommendations will be brought to the Board of Supervisors for consideration within this fiscal year.

Use of Fund Balance

This fund contains a Net Asset Balance in the amount of \$1,038,575.84 as of July 1, 2014, including long-term loan obligations and investment in fixed assets. It is estimated that the Net Asset Balance will equal approximately \$1,215,154 at July 1, 2015.

Development Services Department *Waterworks District No. 1 Board of Directors*
Waterworks District #1 (4-400)

Sutter County Water Works District No. 1 - Overall Program

Budget Unit Number 4400-4400		FY 2014-15	FY 2015-16
Overall District Managerial Budget		Adopted	Recommended
Operations & Maintenance Costs		\$265,663	\$266,950
<i>Major Cost Components Include:</i>			
<i>Utilities</i>	\$27,000		
<i>Operator & Administrative Staff Costs (Excluding staff time for grant applications and construction management)</i>	\$31,500		
<i>Interest and Principle Expense on State Loan</i>	\$10,518		
<i>Other Expenses (Weed control chemicals, alarm system, postage, etc.)</i>	\$4,430		
<i>General Services - Daily Maintenance & Operations</i>	\$193,502		
Revenues		\$196,500	\$208,473
Operations Surplus/Deficit for FY 2014		(\$69,163)	(\$58,477)
Depreciation Expense for FY 2014		\$160,521	\$160,520
Capital Expenses		\$75,000	\$54,607
<i>Major Cost Components Include:</i>			
<i>* Staff Costs for Grant Applications & Construction Mgmt.</i>	\$15,000		
<i>* Treatment Facility Upgrades</i>	\$39,607		
<i>* Design and Project Management by Consultant</i>	\$0		
Total Anticipated Grant Funding to offset Capital Expenses:		\$40,000	\$54,607

Development Services Department *Waterworks District No. 1 Board of Directors*
Waterworks District #1 (4-400)

Sutter County Water Works District No. 1 - Water Program

Budget Unit Number 4400-4400-01	FY 2014-15	FY 2015-16
Water System Managerial Budget	Adopted	Recommended
Operations & Maintenance Costs	\$134,739	\$129,349
<i>Major Cost Components Include:</i>		
<i>Utilities</i> \$17,000		
<i>Operator & Administrative Staff Costs (Excluding staff time for grant applications and construction management)</i> \$13,500		
<i>Interest and Principle Expense on State Loan</i> \$1,818		
<i>Other Expenses (Weed control chemicals, alarm system, postage, etc.)</i> \$280		
<i>General Services - Daily Maintenance & Operations</i> \$96,751		
Revenues	\$88,700	\$96,600
Operations Surplus/Deficit for FY 2014 (Excluding Depreciation and Capital Improvements)	(\$46,039)	(\$32,749)
Depreciation Expense for FY 2014	\$34,452	\$34,452
Capital Expenses	\$75,000	\$54,607
<i>Major Cost Components Include:</i>		
<i>* Staff Costs for Grant Applications & Construction Mgmt.</i> \$15,000		
<i>* Treatment Facility Design by Consultant</i> \$39,607		
Total Anticipated Grant Funding to offset Capital Expenses:	\$40,000	\$54,607

Development Services Department *Waterworks District No. 1 Board of Directors*
Waterworks District #1 (4-400)

Sutter County Water Works District No. 1 - Wastewater Program

Budget Unit Number 4400-4400-02 Wastewater System Managerial Budget	FY 2014-15 Adopted	FY 2015-16 Recommended
Operations & Maintenance Costs	\$130,924	\$137,601
<i>Major Cost Components Include:</i>		
<i>Utilities</i> \$10,000		
<i>Operator & Administrative Staff Costs (Excluding staff time for grant applications and construction management)</i> \$18,000		
<i>Interest and Principle Expense on State Loan</i> \$8,700		
<i>Other Expenses (Weed control chemicals, alarm system, postage, etc.)</i> \$4,150		
<i>General Services - Daily Maintenance & Operations</i> \$96,751		
Revenues	\$107,800	\$111,873
Operations Surplus/Deficit for FY 2015	(\$23,124)	(\$25,728)
Depreciation Expense for FY 2015	\$126,069	\$126,069
Capital Expenses	\$0	\$0
<i>Major Cost Components Include:</i>		
<i>* Staff Costs for Grant Applications & Construction Mgmt.</i> \$0		
<i>* Treatment Facility Upgrades</i> \$0		
<i>* Design and Project Management by Consultant</i> \$0		
Total Anticipated Grant Funding to offset Capital Expenses:	\$0	\$0